

**Fair Political Practices Commission
2017 Filing Schedule for
State Slate Mailer Organizations**

Deadline	Period	Form	Notes
Jan 31, 2017 <i>Semi-Annual</i>	* – 12/31/16	401	<ul style="list-style-type: none"> All slate mailer organizations must file this report.
Jul 31, 2017 <i>Semi-Annual</i>	1/1/17 – 6/30/17	401	<ul style="list-style-type: none"> All slate mailer organizations must file this report.
Jan 31, 2018 <i>Semi-Annual</i>	7/1/17 – 12/31/17	401	<ul style="list-style-type: none"> All slate mailer organizations must file this report.

Additional Notes:

- ***Period Covered:** The period covered by any statement begins on the day after the closing date of the last statement filed, or January 1, if no previous statement has been filed.
- **Deadline Extensions:** Deadlines are extended when they fall on a Saturday, Sunday, or an official state holiday.
- **Penalties:** Failure to file a statement on time may subject a Slate Mailer Organization (SMO) to a fine of \$10 per day on both the paper and e-filed version, resulting in \$20 per day for a late e-filed statement. Failure to file a statement could result in an enforcement penalty of up to \$5,000 per violation.
- **E-File:** A state SMO that has received or made payments totaling \$25,000 or more for the purpose of producing slate mailers.
- **Form 401:** All state committees, including e-filers, must file an original and one copy in paper format with the Secretary of State. Two copies must also be filed with the clerk of the county in which the slate mailer organization is domiciled. These reports must be filed on paper by personal delivery or first class mail.
- **State Special Elections:** If a state special election is held in 2017, a filing schedule for that election will be posted on the FPPC website. Additional statements may be required.
- **Public Documents:** All statements are public documents. Campaign manuals and instructional materials are available at www.fppc.ca.gov. Click on Learn, then Campaign Rules.
- If the SMO receives payments that are not from the candidate or measure committee listed on the ballot or from a third party for the purpose of listing a candidate or measure, call the FPPC for advice.

Local Elections:

- **Pre-Election Reports:** If the SMO produces a slate mailer supporting or opposing local candidates or measures being voted on in an election, pre-election reports are required if payments of \$500 or more are received for support of or opposition to the candidates or measures, or if the SMO spends \$500 or more. Use the filing schedule for that particular candidate's or measure's election to determine the deadlines for filing pre-election statements.

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- **Late Payment Reports:** If the SMO receives a payment of \$2,500 or more during the 90 days before an election, or on the date of the election, for the purpose of supporting or opposing a local candidate or measure in a slate mailer, a Form 498 is required to be filed within 24 hours. Use the filing schedule for that particular candidate's or measure's election to determine the 90-day, 24-hour reporting period.