

COUNTY OF SANTA BARBARA
COUNTY CENTRAL COMMITTEE AND COUNTY COUNCIL
CANDIDATE FILING GUIDE



PRESIDENTIAL PRIMARY ELECTION
MARCH 3, 2020



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COUNTY CLERK-RECORDER, ASSESSOR, AND
REGISTRAR OF VOTERS

1 (800) SBC-VOTE

1 (800) 722-8683

WWW.SBCVOTE.COM

Version 9.27.19

NOTICE TO CANDIDATES AND COMMITTEES

This guide has been prepared to provide important candidate related information for County Central Committee/County Council offices coming to election at the March 3, 2020 Presidential Primary Election. Qualifications, terms of office, proper filing authorities, and deadlines are outlined in the following pages. Prospective Candidates' participation and compliance with the timelines and filing requirements are the keys to success in the candidate nomination process. This guide provides general information for candidates. It is intended to be a resource and is not legally sufficient. In case of conflict, the law, regulation or rule will apply.

Candidates must meet the qualifications to hold office. No duty is imposed upon the County Elections Official or their staff to determine whether a candidate meets the requirements for holding office. The Declaration of Candidacy, which each candidate must sign under penalty of perjury, states that the candidate meets the statutory and/or constitutional qualifications for office (including, but not limited to, citizenship, residency, etc.).

While staff has attempted to be as informative as possible in compiling this information, and appreciate the opportunity to address questions not answered in the guide, the law prohibits employees from answering questions of a legal nature. This guide is not intended as a substitute for legal counsel. **The County of Santa Barbara Elections Office strongly urges prospective candidates to consult an attorney.**

For additional election-related information, please contact our office Monday through Friday from 8:00 a.m. to 5:00 p.m., excluding holidays at **1 (800) SBC-VOTE** or **(805) 568-2200**.

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CODE REFERENCE KEY

| | |
|-----------------|------|
| ELECTION CODE | E.C. |
| GOVERNMENT CODE | G.C. |

ELECTION CONTACT INFORMATION

COUNTY OF SANTA BARBARA - REGISTRAR OF VOTERS

Santa Barbara Elections Main Office

4440-A Calle Real
Santa Barbara, CA 93110

Mailing Address

P.O. Box 61510
Santa Barbara, CA 93160-1510

Santa Maria Elections Branch Office

511 E. Lakeside Parkway, Suite 134
Santa Maria, CA 93455

Election information is also available at www.sbcvote.com.

For further information or questions regarding this candidate filing guide, please call **(805) 568-2200** or toll free at **1 (800) SBC-VOTE (1-800-722-8683)**.

CITY OFFICES

For information regarding City candidates and measures, please contact the City Clerk's offices at the phone numbers listed below:

| <u>CITY OFFICES</u> | <u>PHONE NUMBER</u> |
|----------------------------|----------------------------|
| Buellton | (805) 688-5177 |
| Carpinteria | (805) 755-4403 |
| Goleta | (805) 961-7505 |
| Guadalupe | (805) 356-3891 |
| Lompoc | (805) 875-8241 |
| Santa Barbara | (805) 564-5309 |
| Santa Maria | (805) 925-0951 ext. 2307 |
| Solvang | (805) 688-5575 |

ADDITIONAL RESOURCES

State and Local Campaign Filing Information

Fair Political Practices Commission (FPPC) www.fppc.ca.gov (866) 275-3772

Federal Campaign Filing Information

Federal Elections Commission (FEC) www.fec.gov (800) 424-9530

State Election Information

Secretary of State – Elections www.sos.ca.gov (916) 657-2166

State Franchise Tax Board

Elections www.ftb.ca.gov (800) 852-5711

CANDIDATE FILING APPOINTMENTS

SANTA BARBARA ELECTIONS MAIN OFFICE

It is preferred candidates schedule an appointment in advance. To schedule an appointment online visit <https://candidatefiling.as.me/SantaBarbaraOffice> or call **(805) 696-8957**. However, walk-in appointments will be accommodated from 8:30 a.m. to 4:00 p.m., Monday through Friday, excluding holidays. Candidates choosing to walk-in should allow at least 30 minutes for the appointment and may experience delays.

SANTA MARIA ELECTIONS BRANCH OFFICE

Appointments are required for candidate filing at this location. Appointments are available 8:30 a.m. to 11:00 a.m. and 1:30 p.m. to 4:00 p.m. Monday through Friday, excluding holidays. To schedule an appointment online visit <https://candidatefiling.as.me/SantaMariaOffice> or call **(805) 346-8374**.

LOMPOC ELECTIONS BRANCH OFFICE

Candidate Filing **will not** be available at this office location.

POLITICAL SUBDIVISIONS

FEDERAL AND STATE SUBDIVISIONS

The County of Santa Barbara and the other counties listed below are comprised of the following political subdivisions:

| DISTRICT | COUNTY OVERLAP |
|---|--|
| 24 th Congressional | San Luis Obispo, Ventura |
| 19 th State Senate | Ventura |
| 35 th State Assembly | San Luis Obispo |
| 37 th State Assembly | San Luis Obispo, Ventura |
| 2 nd State Board of Equalization | Alameda, Colusa, Contra Costa, Del Norte, Glenn, Humboldt, Lake, Marin, Mendocino, Monterey, Napa, San Benito, San Francisco, San Luis Obispo, San Mateo, Santa Clara, Santa Cruz, Solano, Sonoma, Tehama, Trinity, Yolo |
| 2 nd Appellate Court | Los Angeles, San Luis Obispo, Ventura |

LOCAL SUBDIVISIONS

The County of Santa Barbara is additionally composed of the following local districts and departments:

| DISTRICT/DEPARTMENT | QUANTITY |
|---|----------|
| Supervisory Districts | 5 |
| Superior Court Departments (Elected at large) | 21 |

VOTER, PRECINCT, AND DISTRICT DATA AND MAPS

Voter Registration Data, Walking Lists, and/or Vote by Mail Extracts for candidates are available for purchase from the County of Santa Barbara Elections Office. All applicants must complete and submit an *Application to Purchase Voter Information Data*, which is subject to review prior to approval. The *Application to Purchase or Use Voter Information Data* is available at the Santa Barbara Main Elections Office and Santa Maria Branch Elections Office, and online at: <https://countyofsb.org/care/elections/forms.sbc>.

Precinct and District maps and reference reports are available online at: <https://countyofsb.org/care/elections/districts/maps.sbc>.

For additional information or questions regarding available voter, precinct, and district data, please call **(805) 696-8957**.

CANDIDATE FILING PROOF LIST

An unofficial candidate filing proof list is available at <https://countyofsb.org/care/elections/voting/upcoming.sbc> for public review during the candidate filing period. This list contains the names and filing statuses for each candidate who are issued Nomination Documents. Following the close of the candidate filing period, an official candidate filing list will be posted containing the names of all qualified candidates.

SECTION 1

OFFICES TO BE FILLED

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OFFICES TO BE FILLED

MARCH 3, 2020 PRESIDENTIAL PRIMARY ELECTION

DEFINITION OF "PARTY:"

"Party" means a political party or organization that has qualified for participation in any primary or presidential general election.

E.C § 338

The following qualified political parties have chosen to participate in the March 3, 2020 Presidential Primary Election: Democratic, Green, Libertarian, Peace and Freedom, and Republican parties.

Please Note: On September 12, 2019, the American Independent Party notified county elections officials that they will not be using the March 3, 2020 Presidential Primary Election ballot to elect members to their county central committees. A copy of this letter is available in **Appendix IV**.

COUNTY CENTRAL COMMITTEE/COUNTY COUNCIL OFFICES

| PARTY | OFFICE TITLE | NUMBER TO BE ELECTED | TERM OF OFFICE | NEW TERM BEGINS |
|---------------------------|--|----------------------|----------------|--|
| DEMOCRATIC | COUNTY CENTRAL COMMITTEE MEMBER | | | |
| E.C. §§ 7200, 7226 | 1 st Supervisorial District | 6 | 4 YEARS | Determined by party County Central Committee by laws |
| | 2 nd Supervisorial District | 6 | | |
| | 3 rd Supervisorial District | 5 | | |
| | 4 th Supervisorial District | 3 | | |
| | 5 th Supervisorial District | 2 | | |
| GREEN | COUNTY COUNCIL MEMBER | | | |
| E.C. §§ 7903, 7912, 7913 | Elected Countywide | 7 | 4 YEARS | Determined by party County Council by laws |
| LIBERTARIAN* | COUNTY CENTRAL COMMITTEE MEMBER | | | |
| Follows E.C. § 7752, 7753 | Elected Countywide | 7 | 4 YEARS | Determined by party County Central Committee by laws |
| PEACE AND FREEDOM* | COUNTY CENTRAL COMMITTEE MEMBER | | | |
| E.C. §§ 7752, 7753, 7771 | Elected Countywide | 7 | 4 YEARS | Determined by party County Central Committee by laws |
| REPUBLICAN | COUNTY CENTRAL COMMITTEE MEMBER | | | |
| E.C. §§ 7400, 7421 | 1 st Supervisorial District | 4 | 4 YEARS | Determined by party County Central Committee by laws |
| | 2 nd Supervisorial District | 5 | | |
| | 3 rd Supervisorial District | 5 | | |
| | 4 th Supervisorial District | 6 | | |
| | 5 th Supervisorial District | 3 | | |

*Per SOS Memorandum 19069 party registration totals from the February 10, 2019, Report of Registration have been used to compute the number of seats to be elected to the County Central Committee or County Council.

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SECTION 2

QUALIFICATIONS TO RUN AND HOLD PUBLIC OFFICE

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QUALIFICATIONS TO RUN AND HOLD PUBLIC OFFICE

GENERAL QUALIFICATIONS

- At least 18 years old and a citizen of the state at the time of his or her election;
- A registered voter at the time Nomination Documents are issued, and, unless otherwise specifically provided, qualified to vote for the office.
- Not be convicted of designated crimes as specified in the Constitution and laws of the State; and,
- Not be convicted of a felony involving accepting or giving, or offering to give, any bribe, the embezzlement of public money, extortion or theft of public money, perjury or conspiracy to commit any of these crimes.*

E.C. §§ 20, 201; G.C. §§ 1020, 1021

The following are additional office and party specific qualifications and requirements:

County Central Committee and County Council Members

(a) No declaration of candidacy for a partisan office or for membership on a county central committee shall be filed by a candidate unless (1) at the time of presentation of the declaration and continuously for not less than three months immediately prior to that time, or for as long as he or she has been eligible to register to vote in the state, the candidate is shown by his or her affidavit of registration to be affiliated with the political party the nomination of which he or she seeks, and (2) the candidate has not been registered as affiliated with a qualified political party other than that political party the nomination of which he or she seeks within 12 months, or, in the case of an election governed by Chapter 1 (commencing with Section 10700) of Part 6 of Division 10, within three months immediately prior to the filing of the declaration.

(b) The elections official shall attach a certificate to the declaration of candidacy showing the date on which the candidate registered as intending to affiliate with the political party the nomination of which he or she seeks, and indicating that the candidate has not been affiliated with any other qualified political party for the period specified in subdivision (a) immediately preceding the filing of the declaration. This section does not apply to a declaration of candidacy filed by a candidate of a political party participating in its first direct primary election subsequent to its qualification as a political party pursuant to Section 5100 or by a candidate of a political party participating in its first presidential general election subsequent to its qualification as a political party pursuant to Section 5151.

(c) Notwithstanding subdivision (a), a county central committee, subject to the bylaws of the state central committee, may establish the length of time that a candidate for membership on that committee must be shown by his or her affidavit of registration to be affiliated with the political party of that committee, and may establish the length of time that a candidate for membership on that committee must not have been registered as affiliated with a qualified political party other than the political party of that committee.

E.C. §8001

* For purposes of this section, "conviction of a felony" includes a conviction of a felony in this state and a conviction under the laws of any other state, the United States, or any foreign government or country of a crime that, if committed in this state, would be a felony, and for which the person has not received a pardon from the Governor of this state, the governor or other officer authorized to grant pardons in another state, the President of the United States, or the officer of the foreign government or country authorized to grant pardons in that foreign jurisdiction.

E.C. § 20

QUALIFICATIONS TO RUN AND HOLD PUBLIC OFFICE

| PARTY SPECIFIC REQUIREMENTS | |
|---|---|
| Democratic, and Republican Parties | <p>A person shall not be eligible for appointment or election to a committee who is not registered as affiliated with this party at the time of their appointment or election.</p> <p style="text-align: right;">E.C. §§7209, 7407</p> |
| Green Party | <p>A person shall not be appointed to membership on a county council who is registered as preferring another party or registered as “No Party Preference.” Appointment of other persons who cannot register to vote shall be allowed under certain circumstances as described in state Green Party bylaws and any applicable county Green Party bylaws.</p> <p style="text-align: right;">E.C. §7905</p> |
| Peace and Freedom Party | <p>No person shall be appointed to membership on a county central committee unless they are registered as a voter affiliated with the Peace and Freedom Party in the county, or is a resident of the county who would register as a voter affiliated with this party if not legally prohibited from doing so.</p> <p style="text-align: right;">E.C. §7852</p> <p>Pursuant to the Peace and Freedom Party bylaws, candidates for membership to the county central committee must be continuously registered with the political party 30 days prior to the date nomination documents are issued, and not have been registered with any other qualified political party within 30 days.</p> |

SECTION 3

CALENDAR OF EVENTS

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CALENDAR OF EVENTS

MARCH 3, 2020 PRESIDENTIAL PRIMARY ELECTION

| DATES/DEADLINES | EVENTS |
|--|--|
| September 10, 2019 | ALL PARTIES- NUMBER OF COUNTY CENTRAL COMMITTEE/ COUNTY COUNCIL MEMBERS |
| (E-175) | <p>Deadline for Secretary of State and county elections officials to compute the number of county central committee/ county council members to be elected.</p> <p style="text-align: right;">Recommendation per SOS Memorandum 19069; E.C. §§7903, 7912, 7913</p> |
| September 13, 2019 | COUNTY CENTRAL COMMITTEES/COUNTY COUNCIL – NOTIFICATION OF USE OF PUBLIC BALLOT |
| (E-172) | <p>Deadline for county central committees/county council to notify the county elections official if they intend to use the public ballot for their election of their members.</p> <p style="text-align: right;">Recommendation per SOS Memorandum 19069</p> |
| | NOTIFICATION OF COUNTY CENTRAL COMMITTEE/COUNTY COUNCIL SEAT CALCULATIONS |
| | <p>Recommended deadline for county elections officials to notify the appropriate county central committee/county council of the results of the calculation of the number of seats to be filled.</p> <p style="text-align: right;">Recommendation per SOS Memorandum 19069</p> |
| September 27 – December 6, 2019 | PERIOD FOR FILING NOMINATION DOCUMENTS- MEMBER OF COUNTY CENTRAL COMMITTEE/COUNTY COUNCIL |
| (E-158 to E-88) | <p><u>Definition - Nomination Documents</u> means the Declaration of Candidacy and Nomination Papers.</p> <p>Period in which all candidates for member of county central committees/county council must file their Declaration of Candidacy for office, Ballot Designation Worksheet, and circulate Nomination Papers.</p> <p>The Declaration of Candidacy shall be obtained from, and delivered to, the elections official of the county in which the candidate resides and is a voter in accordance with Section 8028.</p> <p>The forms shall first be available on the 158th day prior to the primary election for a candidate for membership on a county central committee and county council, and shall be delivered not later than 5 p.m. on the 88th day prior to the primary election. The forms may be delivered to the county elections official by a person other than the candidate.</p> <p style="text-align: right;">E.C. §§8020, 8064</p> |
| | PLEASE NOTE: The County of Santa Barbara Elections Office will be closed to the public on November 11, 2019 in observance of Veteran’s Day. |
| December 6, 2019 | DECLARATION OF CANDIDACY AND NOMINATION PAPERS FILING DEADLINE |
| (E-88) | <p>No later than 5:00 p.m. on this day, all candidates must deliver to the county elections official for filing their Declarations of Candidacy, Nomination Papers, and Ballot Designation Worksheets, and other required documents.</p> <p style="text-align: right;">E.C. §§ 333, 8020, 8040, 8041, 8061-8064, 8100, 8106, 13107</p> |
| December 7 to December 16, 2019 | PERIOD FOR FILING PETITION – WRITE-IN CAMPAIGN |
| (E-87- E78) | <p>In the event that no candidate files for a party’s nomination for any partisan office, the county elections official shall refrain from placing the contest on the ballot unless within 10 days after the final date for filing nomination papers for the office, a petition indicating that a write-in campaign will be conducted is filed with the elections official. The petition must be signed by 10 percent of the registered voters, or 100 registered voters, whichever is less, affiliated with that party within the county or a political subdivision within that county, whichever is applicable.</p> <p>A separate petition shall be filed for each specific office for which a write-in campaign is to be conducted.</p> <p style="text-align: right;">E.C. § 8004</p> |

CALENDAR OF EVENTS

MARCH 3, 2020 PRESIDENTIAL PRIMARY ELECTION

| DATES/DEADLINES | EVENTS |
|---|--|
| December 12, 2019 | RANDOMIZED ALPHABET DRAWING |
| (E-82) 11:00 A.M. | The Secretary of State and the county elections official shall conduct randomized alphabet drawings at 11:00 a.m. The results shall be used to determine the order in which the candidates shall appear on the primary election ballot. <p style="text-align: right;">E.C. §§ 13111, 13112</p> |
| December 21, 2019 | DETERMINATION OF ON OR OFF BALLOT- (DEMOCRATIC, LIBERTARIAN, REPUBLICAN, AND PEACE AND FREEDOM PARTIES) |
| (E-73) | County elections official's deadline to determine whether the number of county central committee candidates who have filed for each district exceeds the number to be elected. If not, the designation of the office and the candidates shall not be included on the ballot, and the Board of Supervisors shall declare those candidates elected. <p style="text-align: right;">E.C. §§ 7228, 7423, 7772.1</p> |
| December 26, 2019 | DEATH OF A CANDIDATE - NAME ON BALLOT |
| (E-68) | Last day for the county elections official to remove a deceased candidate's name from the primary election ballot. <p style="text-align: right;">E.C. § 8809</p> |
| January 3 – January 18, 2020 | MILITARY AND OVERSEAS VOTER – VOTE BY MAIL BALLOT DELIVERY |
| (E-60 to E-45) Deadline Fixed by Law | The county elections official shall send the ballot not earlier than 60 days but not later than 45 days before the election to military and overseas voters. <p style="text-align: right;">52 U.S. Const. § 20301 et seq. (MOVE Act); E.C. §§ 300(b), 321, 3102, 3105, 3114</p> |
| January 6 – February 18, 2020 | WRITE-IN CANDIDATE FILING PERIOD |
| (E-57 to E-14) | Pursuant to Elections Code §8004, if a petition to conduct a write-in campaign is filed, then a Write-In Candidate Filing Period will open for the specified office on the 57 th day prior to the election. The Statement Of Write-In Candidacy and Nomination Papers shall be available on the 57 th day prior to the election for which the candidate is filing as a Write-In Candidate, and shall be delivered to the county elections official responsible for the conduct of the election no later than the 14 th day prior to the election. The Nomination Papers for a Write-In Candidate shall be substantially in the same form as set forth in Section 8041. Signers of Nomination Papers for Write-In Candidates shall be voters of the same party affiliation, and in the district or political subdivision in which the candidate is to be voted on. No fee or charge shall be required of a Write-In Candidate, except in the case of a candidate for city office, as provided in Section 10228. <p style="text-align: right;">E.C. §§ 8004, 8600, 8601, 8602, 8603, 8604</p> |

CALENDAR OF EVENTS

MARCH 3, 2020 PRESIDENTIAL PRIMARY ELECTION

| DATES/DEADLINES | EVENTS |
|---|---|
| January 23 – February 22, 2020 (E-40 to E-10) | <p>COUNTY VOTER INFORMATION GUIDE AND POLLING PLACE NOTICE MAILING</p> <p>A County Voter Information Guide shall be mailed not more than 40 nor fewer than 10 days before the election to each voter entitled to vote at the primary election who registered at least 29 days prior to the election.</p> <p>This guide shall include a polling place notice, sample ballot, and submitted candidate statements</p> <p style="text-align: right;">E.C. §§ 13300, 13303, 13304, 13307(b)</p> <p>The county elections official shall also give County Voter Information Guides to the chairperson of the county central committee of each political party, shall mail a copy to each candidate, and shall post a copy of each County Voter Information Guide in a conspicuous place in their office.</p> <p style="text-align: right;">E.C. § 13302(a)</p> |
| February 3 – February 25, 2020 (E-29 to E-7) | <p>VOTE BY MAIL BALLOT PERIOD</p> <p>An application for a vote by mail ballot shall be made in writing to the county elections official having jurisdiction over the election between the 29th and the 7th day prior to the election. The application shall be signed by the applicant and shall show their place of residence. Any applications received by the county elections official prior to the 29th day shall be kept and processed during the application period.</p> <p style="text-align: right;">E.C. §§ 3001, 3003, 3102</p> |
| February 18, 2020** (E-15) Adjusted to E-14 due to state holiday on February 17, 2020. | <p>CLOSE OF VOTER REGISTRATION – PRIMARY ELECTION</p> <p>The county elections official shall accept an affidavit of registration executed as part of a voter registration card in the forthcoming election if the affidavit is executed on or before the 15th day prior to the election, and if any of the following apply:</p> <ul style="list-style-type: none"> • A mailed affidavit is postmarked on or before the 15th day prior to the election and received by mail by the county elections official before the close of polls on Election Day. • The affidavit is submitted to the Department of Motor Vehicles or accepted by any other public agency designated as a voter registration agency pursuant to the federal Voter Registration Act on or before the 15th day prior to the election. • The affidavit is submitted electronically on the internet website of the Secretary of State on or before the 15th day prior to the election. <p style="text-align: right;">E.C. §§ 2102</p> <p>California Online Voter Registration is available at the Secretary of State’s website at www.registertovote.ca.gov. The deadline to register or re-register to vote for any election using the California Online Voter Registration system is 11:59:59 p.m. pacific time on the 15th calendar day before the election.</p> |
| February 18, 2020 (E-14) | <p>COMPUTER PROCESSING OF VOTE BY MAIL BALLOTS BEGINS</p> <p>Counties having the necessary computer capability may begin to process vote by mail ballots 10 business days prior to the election. This process may be completed to the point of placing the ballot information on a computer medium, but under NO circumstances may a vote count be accessed or released until 8:00 p.m. on March 3, 2020.</p> <p style="text-align: right;">E.C. § 15101</p> |

CALENDAR OF EVENTS

MARCH 3, 2020 PRESIDENTIAL PRIMARY ELECTION

| DATES/DEADLINES | EVENTS |
|---|---|
| February 19 – March 3, 2020 | CONDITIONAL VOTER REGISTRATION PERIOD |
| (E-14 to Election Day) Adjusted to E-13 due to state holiday on February 17, 2020. | <p>During this period, an eligible citizen entitled to vote in the election that has not registered to vote by the deadline, may come into the county elections office and register to vote. At this time, they may also cast a provisional ballot pursuant to Elections Code Sections 2170-2173.</p> |
| | NEW CITIZEN REGISTRATION PERIOD |
| | <p>A new citizen is eligible to register and vote at the office of the county elections official at any time beginning on February 18, 2020 (E-14), and ending at the close of polls on March 3, 2020 (Election Day).</p> <p style="text-align: right;">E.C. §§ 331, 3500</p> <p>A new citizen registering to vote after the close of registration shall provide the county elections official with proof of citizenship prior to voting, and shall declare that they have established residency in California.</p> <p style="text-align: right;">E.C. § 3501</p> <p>The ballots of new citizens shall be received and canvassed at the same time and under the same procedure as vote by mail ballots.</p> <p style="text-align: right;">E.C. § 3502</p> |
| February 25, 2020 | VOTE BY MAIL BALLOT APPLICATION DEADLINE |
| (E-7) | <p>Last day for the county elections official to receive any voter's application for a vote by mail ballot, including an application from a military or overseas voter, and to issue such ballot for the primary election.</p> <p style="text-align: right;">E.C. §§ 3001, 3003, 3102</p> |
| February 26 – March 2, 2020 | MILITARY OR OVERSEAS VOTER RECALLED TO SERVICE |
| (E-6 to E-1) | <p>A registered military or overseas voter recalled to service after February 25, 2020 (E-7), but before 5:00 p.m. on March 2, 2020 (E-1), may appear before the county elections official and obtain a vote by mail ballot which may be voted in, or outside, the county elections official's office on or before the close of the polls and returned as are other voted vote by mail ballots.</p> <p style="text-align: right;">E.C. § 3111</p> |
| February 26 – March 3, 2020 | REQUEST FOR VOTE BY MAIL BALLOTS - LATE CONDITIONS |
| (E-6 to Election Day) | <p>Period in which any voter may request in writing a vote by mail ballot if because of specified conditions they will be unable to go to the polls on Election Day. A written statement is not necessary if the vote by mail ballot is voted in the office of the county elections official at the time of the request.</p> <p>The voter may designate any authorized representative to return the voted vote by mail ballot.</p> <p style="text-align: right;">E.C. § 3021</p> |

CALENDAR OF EVENTS

MARCH 3, 2020 PRESIDENTIAL PRIMARY ELECTION

| DATES/DEADLINES | EVENTS |
|---|--|
| March 3, 2020 (Election Day) | <p>ELECTION DAY</p> <p>The polls open at 7:00 a.m. of the day of the election, and close at 8:00 p.m. E.C. §§ 1000, 14212</p> <p>Last day any voter may request in writing a vote by mail ballot because of specified conditions resulting in their absence from the polling place or precinct on Election Day. E.C. § 3021</p> <p>Last day an eligible citizen entitled to vote in the election that has not registered to vote by the deadline, may come into the county elections office and register to vote and cast a provisional ballot. E.C. § 2170</p> <p>Last day a new citizen is eligible to register to vote after the close of registration. The new citizen shall provide the county elections official with proof of citizenship prior to voting and declare that they have established residency in California. E.C. §§ 331, 3500, 3501</p> <p>Last day a registered or unregistered military or overseas voter, who returns to the county after February 25, 2020 (E-7), may appear before the county elections official and make application for registration, a vote by mail ballot, or both. The county elections official shall register the voter, if not registered, and shall deliver a vote by mail ballot, which may be voted in, or outside, the county elections official's office on or before the close of the polls on Election Day and returned, as are other voted vote by mail ballots. E.C. § 3110</p> <p>Last day, upon the declaration of an out-of-state emergency by the Governor and the issuance of an executive order authorizing an out-of-state emergency worker to cast a ballot outside of their home precinct, that an out-of-state emergency worker may request and vote a vote-by-mail ballot, which must be delivered to the elections official by mail or by hand on or before the close of polls, and returned in the same manner as other voted vote-by-mail ballots. E.C. § 336.7, 302.5</p> |
| March 3, 2020 (Election Night) 8:00 p.m. | <p>SEMI-FINAL OFFICIAL CANVASS</p> <p>Beginning at 8:00 p.m. and continuously until completed, the county elections official shall conduct the semi-final official canvass of votes and report totals to the Secretary of State at least every two hours. E.C. §§ 15150, 15151</p> |
| March 5, 2020 (E+2 to E+30) | <p>OFFICIAL CANVASS</p> <p>Beginning no later than the Thursday following the election, the county elections official must begin the official canvass of the precinct returns. This canvass must be completed no later than April 2, 2020. E.C. §§ 15301, 15372</p> |

CALENDAR OF EVENTS

MARCH 3, 2020 PRESIDENTIAL PRIMARY ELECTION

| DATES/DEADLINES | EVENTS |
|--------------------------------------|---|
| March 6, 2020 (E+3) | <p>MAILED VOTE BY MAIL BALLOTS - LAST DAY TO BE ACCEPTED</p> <p>Any vote by mail ballot cast shall be deemed timely if it is received by the county elections official via the United States Postal Service or a bona fide private mail delivery company no later than three days after Election Day and either of the following is satisfied: 1) The ballot is postmarked on or before Election Day or is time stamped or date stamped by a bona fide private mail delivery company on or before Election Day, or, 2) If the ballot has no postmark, a postmark with no date, or an illegible postmark, the vote by mail ballot identification envelope is date stamped by the county elections official upon receipt of the vote by mail ballot from the United States Postal Service or a bona fide private mail delivery company, and is signed and dated pursuant to Section 3011 on or before election day.</p> <p>For purposes of this section, "bona fide private mail delivery company" means a courier service that is in the regular business of accepting a mail item, package, or parcel for the purpose of delivery to a person or entity whose address is specified on the item.</p> <p style="text-align: right;">E.C. §§ 3017, 3020</p> |
| March 11, 2020 | <p>VOTE BY MAIL BALLOTS - UNSIGNED BALLOT IDENTIFICATION ENVELOPE DEADLINE</p> |
| (E+8) [5:00 p.m.] | <p>Last day for a voter who did not sign the vote by mail ballot identification envelope to either sign the identification envelope at the office of the county elections official or complete and submit an "unsigned ballot statement" in person, by mail, by fax, or by email.</p> <p style="text-align: right;">E.C. § 3019</p> |
| | <p>VOTE BY MAIL BALLOTS – MISMATCHED SIGNATURE ON IDENTIFICATION ENVELOPE DEADLINE</p> |
| | <p>Last day for a voter whose signature did not match with their signature on their voter record to complete and submit a "signature verification statement" in person or by mail, email, or fax to their county elections official.</p> <p style="text-align: right;">E.C. § 3019</p> |
| March 13, 2020 | <p>PROVISIONAL BALLOTS OF EMERGENCY WORKERS</p> |
| (E+10) | <p>If the Governor declares a state of emergency, a provisional ballot cast by an emergency worker outside of their home precinct must be received on or before this date by the county elections official where the voter is registered. The county elections official shall transmit for processing any ballot cast no later than the close of polls on election day by an emergency worker in a declared state of emergency, including any materials necessary to process the ballot, to the county elections official in the county where the voter is registered to vote.</p> <p style="text-align: right;">E.C. § 14313</p> |

CALENDAR OF EVENTS

MARCH 3, 2020 PRESIDENTIAL PRIMARY ELECTION

| DATES/DEADLINES | EVENTS |
|----------------------|---|
| April 2, 2020 | OFFICIAL CANVASS DEADLINE |
| (E+30) | <p>No later than this date, the county elections official must complete the canvass, certify its results, and submit it to the Board of Supervisors.</p> <p style="text-align: right;">E.C. § 15372</p> <p>Suggested deadline for the Board of Supervisors to declare the winners for each office and the results of each measure under its jurisdiction. The county elections official shall make and deliver to each person elected or nominated under its jurisdiction a certificate of election or nomination.</p> <p style="text-align: right;">E.C. §§ 15400, 15401</p> <p><u>Conditions for Election of Candidate</u></p> <p>Democratic, and Republican Parties:</p> <p>In each county the number of candidates for membership in a county central committee in each Assembly or supervisor district who receive the highest number of votes shall be declared elected. However, a candidate for membership shall not be declared elected unless they have received votes equal in number to the minimum number of signatures to the nomination paper which would have been required to place their name on the direct primary ballot as a candidate for member of a committee.</p> <p style="text-align: right;">E.C. §§ 15460, 15470</p> <p>Peace and Freedom Party:</p> <p>In each county the number of candidates for member of central committees to be elected in each central committee election district who receive the highest number of votes shall be declared elected.</p> <p>No write-in candidate for member of central committees shall be declared elected, however, unless that candidate has received a number of votes equal to or greater than 2 percent of the number of party members voting in the central committee election district at the direct primary, or 20 votes, whichever is less.</p> <p style="text-align: right;">E.C. §§ 15490</p> <p>Green Party:</p> <p>A write-in candidate for member of county council shall not be declared elected unless the write-in candidate has received a number of votes equal to or greater than 2 percent of the number of party members voting in the county council election district at the presidential primary or 20 votes, whichever is less.</p> <p style="text-align: right;">E.C. § 7923</p> |

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SECTION 4

NOMINATION DOCUMENTS AND FILING REQUIREMENTS

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FILING CHECKLIST

Listed below are mandatory and optional forms to be filed for county central committee/county council offices in the primary election. **It is the obligation of the candidate to ensure that all filing requirements and deadlines are met.** All candidates are urged to file the required documents as early as possible to avoid any last minute rush, confusion or misunderstanding. It is recommended that all candidates file their Nomination Documents/forms personally; however, the candidate may complete a form to designate a person to receive Nomination Documents/forms from the county elections official and deliver them to the candidate. The form must include certain language in order to be accepted. See **page 15 to 16** of this guide for more information regarding agent authorization.

| DOCUMENT | | FOR MORE DETAILS | FILING PERIOD | FILED |
|---|---|--|----------------------------------|-------|
| Nomination Papers | Required | See Section 4 pages 13 to 14 | September 27 to December 6, 2019 | |
| Declaration of Candidacy | Required | See Section 4 pages 12 | September 27 to December 6, 2019 | |
| Ballot Designation Worksheet | Required if requesting a Ballot Designation | See Section 4 page 14 and Section 5 pages 18 to 19 | September 27 to December 6, 2019 | |
| Code of Fair Campaign Practices Form | Optional | See Section 4 page 15 | September 27 to December 6, 2019 | |

*** Please Note: The County of Santa Barbara Elections office will be closed on November 11, 2019 in observance of Veteran's Day.**

NOMINATION DOCUMENTS AND FILING REQUIREMENTS

OVERVIEW

Nomination Documents refers to the **Declaration of Candidacy** and **Nomination Papers**. All candidates **must** file a **Declaration of Candidacy** and **Nomination Papers** in order for their name to be printed on the ballot. The filing period for the Declaration of Candidacy and Nomination Papers for County Central Committee/County Council candidates is **September 27 to December 6, 2019**.

Prospective candidates are encouraged to obtain the necessary forms from the county elections official as soon as possible on or after the first day of the filing period. Candidates are encouraged to file their Nomination Documents as soon as completed so any irregularities may be corrected before the filing deadline. If a candidates Nomination Documents are found “not sufficient,” no additions or corrections may be made after 5:00 p.m. on the candidate filing deadline.

There is **no filing fee** to file as a candidate for a County Central Committee/County Council office.

DECLARATION OF CANDIDACY

The Declaration of Candidacy is the form on which a candidate declares their candidacy, provides their ballot designation, and takes the loyalty oath. The Declaration of Candidacy will remain in the office of the county elections official once a candidate is issued their Nomination Documents.

Information provided on the Declaration of Candidacy includes:

1. Name of office sought.
2. Printed name.
3. Name and ballot designation as desired on the ballot.
4. Residential address.
5. Business address (if applicable).
6. Phone number (fax, email and website are optional).

Prospective candidates who do not file a Declaration of Candidacy by the deadline will not qualify to appear on the ballot.

No candidate who has filed a Declaration of Candidacy for any primary election may withdraw as a candidate at that primary election.

E.C. § 8800

Once filed, the Declaration of Candidacy is public information; and is available for viewing in the county elections official’s office.

IMPORTANT:
The deadline to file Nomination Documents and required forms is 5:00 p.m. on December 6, 2019.

NOMINATION PAPERS

The table below sets forth the nomination signature requirement for County Central Committee/County Council Offices:

| COUNTY CENTRAL COMMITTEE/COUNTY COUNCIL OFFICES | | |
|---|--------------------------------|------------------------|
| PARTY | NOMINATION SIGNATURES REQUIRED | ELECTIONS CODE SECTION |
| Democratic | 20 and no more than 40 | § 8062 |
| Green | 20 and no more than 40 | § 7917 |
| Libertarian | 20 and no more than 30 | § 7776 |
| Green | 20 | § 7917 |
| Peace and Freedom | 11 | § 7776 |
| Republican | 20 and no more than 40 | § 8062 |

NOMINATION DOCUMENTS AND FILING REQUIREMENTS

California Secretary of State
 PETITION IN LIEU OF FILING FEE - For Use Only During the Signature in Lieu Filing Fee Period
 Voter-Nominated and Nonpartisan Offices
 March 3, 2020, Presidential Primary Election Candidates Code §§ 102, 134, 6541, 8361, 8100, Code of Civil Procedure § 2015.9

Official Filing Form

Filed in County of _____

Candidate Name, Office, and Signature

I, the undersigned signer for _____ candidate for nomination to the office of _____ to be voted for at the Presidential Primary Election to be held on March 3, 2020, hereby declare that I am a resident of _____ County, and am qualified to vote at the address shown on this paper. I am not at this time a signer of any other nomination paper of any other candidate for the above-named office.

My residence is correctly set forth after my signature here:

| PRECINCT (in county of Riverside Official) | NAME | RESIDENCE | VERIFICATION (Signature of Riverside Official) |
|--|-----------|------------------------|--|
| 1 | Signature | Residence Address ONLY | |
| 2 | Signature | Residence Address ONLY | |
| 3 | Signature | Residence Address ONLY | |
| 4 | Signature | Residence Address ONLY | |
| 5 | Signature | Residence Address ONLY | |
| 6 | Signature | Residence Address ONLY | |
| 7 | Signature | Residence Address ONLY | |
| 8 | Signature | Residence Address ONLY | |
| 9 | Signature | Residence Address ONLY | |
| 10 | Signature | Residence Address ONLY | |
| 11 | Signature | Residence Address ONLY | |
| 12 | Signature | Residence Address ONLY | |
| 13 | Signature | Residence Address ONLY | |
| 14 | Signature | Residence Address ONLY | |
| 15 | Signature | Residence Address ONLY | |
| 16 | Signature | Residence Address ONLY | |
| 17 | Signature | Residence Address ONLY | |
| 18 | Signature | Residence Address ONLY | |
| 19 | Signature | Residence Address ONLY | |
| 20 | Signature | Residence Address ONLY | |

Please Complete Affidavit of Circulator on Reverse Side

NOTE: Signatures on this form shall be applied toward nomination signature requirements pursuant to California Code section 8000.

Prospective county central committee/county council candidates must obtain nomination signatures from registered voters who are qualified to vote for the office. Candidates may be issued Nomination Papers beginning **September 27, 2019** (E-158).

Candidates are encouraged to obtain more than the minimum to account for any insufficient signatures.

Only forms supplied by the county elections official may be used. Upon request, candidates are provided a quantity of forms that contains spaces for signatures sufficient in number to equal the maximum number of nomination signatures that the candidate is required to secure.

Candidates are also provided a master copy that may be duplicated (at the candidate's expense) for the purpose of circulating additional Nomination Papers. Nomination Papers duplicated by the candidate must be a copy of the original and double sided.

Green Party County Council Candidates:

Pursuant to Elections Code 7918, each Nomination Paper signer may sponsor as many candidates as there are seats to be filled. Nomination Papers issued for this office may contain multiple candidates' names and the signatures collect will count toward the nomination signature requirement of each candidate whose name is listed on the Nomination Paper. The number of candidates listed must not exceed the number of seats to be filled.

Candidates (or their Authorized Agents) for the Green Party County Council offices must communicate their intent to circulate Nomination Papers for multiple candidates, and provide the names of the other candidates, at the time they are issued their Nomination Papers.

Libertarian and Peace and Freedom County Central Committee Candidates:

Pursuant to Elections Code 7777, each Nomination Paper signer may sponsor up to three candidates for member of central committees. Nomination Papers issued for this office may contain up to three candidates' names and the signatures collect will count toward the nomination signature requirement of each candidate whose name is listed on the Nomination Paper.

Candidates (or their Authorized Agents) for the Libertarian, and Peace and Freedom Parties must communicate their intent to circulate Nomination Papers for multiple candidates, and provide the names of the other candidates, at the time they are issued their Nomination Papers.

NOMINATION PAPER CIRCULATORS

Candidates may elect to have a person or persons circulate Nomination Papers on their behalf. Persons circulating a petition **must be 18 years of age or older.**

E.C. §§ 102, 8066

A county elections official or a deputy county elections official may not be appointed as circulators, and circulators shall not obtain signatures within 100 feet of any election booth or polling place. This section does not prohibit a county elections official or a deputy county elections official from circulating their own Nomination Papers.

E.C. § 8452

Those who circulate the petition must complete the attached **Affidavit of Circulator**. The Affidavit of Circulator must be signed by the circulator, and in the circulator's own handwriting provide the printed name of the circulator, the residence address of the circulator (giving street and number), and identify the dates between which all the signatures were obtained. The county elections office will not accept Nomination Papers with incomplete Affidavits of Circulator.

E.C. § 104

NOMINATION DOCUMENTS AND FILING REQUIREMENTS

NOMINATION PAPER SIGNERS

All signers of a Nomination Paper for a county central committee/county council office must be registered voters in the district or political subdivision in which the candidate is to be voted, and be a registered voter for the party of which the candidate is seeking nomination. Candidates and/or circulator(s) may also sign the petition.

E.C. §§ 106(a), 8068

Each signer **must personally affix** their signature, name, and place of residence (number and street or if no street or number exist, the cross streets of registered residence) including the city and zip code. **To be counted as a valid signature, the residence address must match voter registration record.**

If a voter is unable to personally affix their name and residential information, the voter may request another person to print their name and place of residence on the appropriate spaces. The voter shall personally affix their mark or signature on the designated portion of the petition and it must be witnessed by one person subscribing their name thereon.

E.C. § 105

To be counted as a valid signature, a voter may only sign as many Nomination Papers for candidates as offices to be filled. If a voter signs more candidates' Nomination Papers than there are offices to be filled, the voter's signatures shall be valid only on those Nomination Papers taken in the order they were filed.

E.C. §§ 8069, 8106 (b)(2)

BALLOT DESIGNATION WORKSHEET

The image shows a screenshot of the California Ballot Designation Worksheet form. At the top, it is titled "California Secretary of State BALLOT DESIGNATION WORKSHEET" with a reference to "Elections Code §§ 13107, 13107.3, 13107.5, California Code of Regulations § 20711". A note states: "This entire form must be completed, or it will not be accepted and you will not be entitled to a ballot designation. DO NOT LEAVE ANY RESPONSE SPACES BLANK. If information requested is not applicable, please write 'N/A' in the space provided, otherwise the information MUST be provided. UPON FILING, THIS WORKSHEET WILL BE A PUBLIC RECORD." The form is divided into several sections: "Candidate Information" with fields for Candidate Name, Office, Home Address, Mailing Address, Business Address, Phone Numbers, and Signature; "Attorney Information" with fields for Attorney Name, Address, Phone Numbers, and Signature; "Proposed Ballot Designations" with three numbered lines for designations; and a section for "In the spaces provided on the next page(s):" with instructions (a) through (e) regarding the justification for the designation. At the bottom, it states "It is your responsibility to justify your proposed ballot designation and to provide all requested details." and provides further instructions for justifying the designation, including the use of the word "volunteer" and the prohibition of "community volunteer" designations.

The ballot designation is the wording that appears below the candidate's name on the ballot. Candidates may choose a designation that describes their current profession, vocation, occupation or incumbency status.

A ballot designation is **optional**. Candidates selecting to have a ballot designation must include this information on their Declaration of Candidacy, and file a **Ballot Designation Worksheet**. **All fields** on the Ballot Designation Worksheet must be completed.

For more information regarding ballot designations, please see **Section 5** and **Appendix II** of this guide.

NOMINATION DOCUMENTS AND FILING REQUIREMENTS

CODE OF FAIR CAMPAIGN PRACTICES

The image shows the official form titled "CODE OF FAIR CAMPAIGN PRACTICES" from the California Secretary of State. It includes a list of seven principles for candidates, such as "I SHALL CONDUCT my campaign openly and publicly" and "I SHALL NOT USE OR PERMIT the use of character defamation." The form also has fields for "Print Name", "Signature", "Date", and "Office".

The filing of the “Code of Fair Campaign Practices” form is **optional**.

By signing this form, the candidate agrees to conduct a fair campaign openly and publicly, not use character defamation, libel, slander, or dishonest and unethical practice.

Once filed, the “Code of Fair Campaign Practices” is public record and open for public inspection.

AGENT AUTHORIZATION TO PICK UP AND/OR FILE NOMINATION DOCUMENTS

Candidates may authorize an agent to pick up all or any of their Nomination Documents as well as other optional and required forms by completing the Authorization to Pick-Up and/or File Nomination Documents and Other Forms request form. See **Appendix I** for form.

If a candidate is unable to be present in the county elections official's office to obtain and/or file their Declaration of Candidacy, a candidate may designate, by use of the authorization form, an agent to pick-up and deliver the document to the candidate to be executed and/or file forms. The completed Declaration of Candidacy must be received by the county elections official's office (by hand or mail) by 5:00 p.m. on the filing deadline of December 6, 2019. **Postmarks will not be accepted.**

E.C. § 8028(b)

Election law does not specifically prohibit another person from filing Nomination Documents for a candidate. However, the County of Santa Barbara Elections Office strongly recommends that **candidates file in person** for the following reasons:

1. The oath, or affirmation, which is a part of the Declaration of Candidacy form, must be administered by the election officials' staff or a notary public. It is much easier for a candidate to file in person and have the oath administered at the time they file; and,
2. The signature of the candidate (as well as other information) is required on many documents involved in the nomination process. If through an oversight the Nomination Documents are incomplete, the problem can easily be rectified when the candidate files in person.

DEPLOYED ACTIVE MILITARY - AGENT AUTHORIZATION E.C. § 202

A person who is deployed on active military service outside of the state and is unable to appear to file a Declaration of Candidacy, Nomination Papers, or any other paper necessary to run for office may have their forms completed and filed by an attorney-in-fact who is commissioned and empowered in writing for that purpose through a power of attorney.

NOMINATION DOCUMENTS AND FILING REQUIREMENTS

DEPLOYED ACTIVE MILITARY - AGENT AUTHORIZATION (CONTINUED)

At the time of filing the declaration or papers, the attorney-in-fact shall present the original power of attorney duly signed by the deployed person. The power of attorney shall state the office that the deployed person is seeking, including the district number, if any, and shall include a declaration that the deployed person meets the statutory and constitutional qualifications for office that they are seeking and that if nominated the deployed person will accept the nomination and will not withdraw. The power of attorney shall further state that the power of attorney is solely for the purpose of authorizing the attorney-in-fact to file a declaration or papers necessary to run for office. The original or a copy of the power of attorney shall be filed with and attached to the declaration or papers.

SECTION 5

CANDIDATE NAME ON BALLOT AND BALLOT DESIGNATION

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CANDIDATE NAME ON BALLOT

RULES FOR PRINTING CANDIDATE NAMES ON THE BALLOT

A candidate's name will be printed on the official ballot **exactly as it appears on the Declaration of Candidacy**. A candidate's ballot name should be recognized as the name under which the candidate is registered; however, the following name variations are permitted:

- First, Middle, and last names. Example: John James Doe or John Doe
- First and middle initials and last name. Example: John J. Doe, J.J. Doe, or J. James Doe
- A short version of the first name. Example "Jim" for James or "Katie" for Kathryn
- A nickname designated with parentheses () or quotation marks "". Example John "Jon-Jon" Doe

Legal name changes within one year of any election may only appear on the ballot if the change was made by marriage or court decree.

E.C. § 13104

No degrees or titles allowed in the ballot name, such as Mr., Ms., Dr., or PhD.

E.C. § 13106

ORDER OF CANDIDATE NAMES ON THE BALLOT

| KEY DATES | | |
|-----------------------------|--------------------|-------------------|
| Randomized Alphabet Drawing | E-82 at 11:00 a.m. | December 12, 2019 |

RANDOMIZED ALPHABET DRAWING

The Secretary of State shall conduct a drawing of the letters of the alphabet, the result of which is known as a **randomized alphabet**. The resulting randomized alphabet determines the order of all candidates' names (excluding candidates for State Senate and State Assembly) on the ballot in all elections. If two or more candidates for the same office have the same first letter in their last name, the subsequent letters in the last name will determine the order. For example, if two candidates with the surnames Campbell and Carlson are running for the same office, their order on the ballot will depend on the order in which the letters M and R were drawn in the randomized alphabet drawing.

E.C. §§ 7779, 7920, 13112

BALLOT DESIGNATION

OVERVIEW E.C. § 13107 et al.; Cal Code Reg. §§ 20710-20719

The ballot designation is the wording that appears below the candidate's name on the ballot. Candidates may choose a designation that describes their current profession, vocation, occupation or incumbency status.

A ballot designation is **optional**. Candidates selecting to have a ballot designation must include this information on their Declaration of Candidacy, and file a **Ballot Designation Worksheet**. If a Ballot Designation Worksheet is not filed by a candidate wishing to have a ballot designation, no designation will appear on the ballot.

The Ballot Designation Worksheet shall be filed with the county elections official at the same time as the candidate files their Declaration of Candidacy. Additionally, candidates are encouraged to attach any documents or exhibits that support their proposed ballot designation. For example, if using the title of an elective office, a candidate may attach a copy of the certificate of election or appointment; or if using "Teacher," a candidate may attach a copy of their credential(s) or certificate(s).

Upon filing, the Ballot Designation Worksheet becomes public record, and may not be changed by the candidate after the filing deadline. Candidates and other interested persons may view or request a copy of a filed Ballot Designation Worksheet in the office of the county elections official.

If no ballot designation is desired, the candidate will be instructed to print "NONE" and initial in the space provided on the Declaration of Candidacy. Candidates electing to not have a ballot designation are not required to file the Ballot Designation Worksheet.

BALLOT DESIGNATION CATEGORIES AND EXAMPLES

1. **Elected Office Title:** Words describing a currently held elected position may be used as a ballot designation. Please note, pursuant to Elections Code 13107(b) the name of the political party may not be included in the ballot designation.

Example A: Member, County Central Committee

Example B: Director, ABC District

2. **Incumbent:** The word "Incumbent" may be used if the candidate is a candidate for the same office, which the candidate holds at the time of filing the Nomination Documents, and was elected to that office by vote of the people, or appointed in lieu of election pursuant to Sections 5326 and 5328 of the Education Code or Sections 7228, 7423, 7673, 10229, or 10515 of the Elections Code.

3. **Appointed Incumbent:** The phrase "Appointed Incumbent" must be used if a candidate was appointed to the office they currently hold and are seeking election to the same office. A candidate may also use the word "appointed" and the office title if seeking election to the same office or different office.

Example A: Appointed Incumbent

Example B: Appointed Director, ABC District

4. **Current Occupation:** No more than **three words** to describe either the current principal professions, vocations, or occupations of the candidate, or the principal professions, vocations, or occupations of the candidate during the calendar year immediately preceding the filing of Nomination Documents. Geographical names and hyphenated words that have appeared in the dictionary within 10 years preceding the election are considered one word. Forward slashes must be used to distinguish between separate professions, vocations, or occupations of the candidate.

Example A: Small Business Owner

Example B: Attorney/Author/Teacher

BALLOT DESIGNATION

UNACCEPTABLE BALLOT DESIGNATIONS AND REJECTION PROCESS

Pursuant to Elections Code Section 13107(b) ballot designations will not be accepted if the designation:

1. Misleads the voter.
2. Suggests an evaluation of a candidate, such as outstanding, leading, expert, virtuous, or eminent.
3. Abbreviates the word “retired” or places it following any other word or words, which it modifies.
4. Uses a word or prefix, such as “former” or “Ex-,” which means a prior status. The exception is the use of the word “retired.”
5. Uses the name of any political party, whether or not it has qualified for the ballot.
6. Uses a word or words referring to a racial, religious, or ethnic group.
7. Refers to any activity prohibited by law.

Ballot designations that include commercial identification information such as trademarks or designations that include specific business, foundation, or organization names will not be accepted.

If the selected ballot designation is in violation of any of the restrictions set forth by Elections Code, the candidate will be notified by the county elections official by registered or certified mail with return receipt requested. The notice will be mailed to the candidate at the mailing address provided on the candidate’s Ballot Designation Worksheet.

The candidate shall, within three days from the date of receipt of the notice, appear before the county elections official or in the case of federal and state candidates. If an alternative designation is not provided within the time allowed, no designation will appear on the ballot.

E.C. § 13107(c)

FORMAT STANDARDS

Candidates are strongly encouraged to take into account ballot space limitations when considering longer ballot designation that may otherwise be permissible by law.

In most cases, the selected ballot designation will be printed in 8-point roman upper-case and lowercase type except that, if the designation is so long that it would conflict with the space requirements of Sections 13207 and 13211, the county elections official may use a type size for the ballot designation for each candidate for that office sufficiently smaller to meet these requirements.

See **Appendix II** of this guide for applicable ballot designation Elections Codes. To review the California Code of Regulations, please visit the Secretary of State’s website at www.sos.ca.gov.

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SECTION 6

POLITICAL CAMPAIGN LAW AND REGULATIONS

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ELECTION LAWS AND REGULATIONS

The code references below are provided as a resource and may not be complete and final information. In case of conflict, the law, regulation, or rule will apply.

A copy of the Elections Code is available for viewing at the County of Santa Barbara Elections Office or may be found by visiting the Official California Legislative Information site at <http://leginfo.legislature.ca.gov>. A copy of the Business Professionals Code and the Government Code may also be found at the site listed above. A Copy of the United States Constitution may be found on various government websites including the United States Senate official website at www.senate.gov/civics/constitution_item/constitution.htm.

1. Election campaigns

- Endorsements of Candidates: E.C. §§ 20000 - 20010
- Political Corporations: E.C. § 20100
- Solicitation: E.C. §§ 20200 - 20203
- Limitations on the Use of Surplus Campaign Funds: E.C. § 20301
- Code of Fair Campaign Practices: E.C. §§ 20440 - 20444
- Libel and Slander: E.C. §§ 20500 - 20502
- Representations to the Public and Advertising: B.P.C § 17538.41

2. Simulated Ballot Requirements E.C. § 20009

3. Electioneering near A Polling Place E.C. § 18370

4. Electioneering during Vote By Mail Voting E.C. § 18371

5. Slate Mailers G.C. §§ 82048.3, 82048.4, 84305.7

6. Mass Mailing Advertising G.C. §§ 82041.5, 84305, 89001

7. Temporary Political Signs

[Section 5405.3 of the State of California Outdoor Advertising Act](#)

Nothing in this chapter, including, but not limited to, Section 5405, shall prohibit the placing of temporary political signs, unless a federal agency determines that such placement would violate federal regulations. However, no such sign shall be placed within the right-of-way of any highway or within 660 feet of the edge of and visible from the right-of-way of a landscaped freeway. A temporary political sign is a sign which:

- a) Encourages a particular vote in a scheduled election.
- b) Is placed not sooner than 90 days prior to the scheduled election and is removed within 10 days after that election.
- c) Is no larger than 32 square feet.
- d) Has had a statement of responsibility filed with the department (Caltrans) certifying a person who will be responsible for removing the temporary political sign and who will reimburse the department for any cost incurred to remove it.

8. Placement of Political Signs may be regulated by the state, county, or city depending upon the location of the signs:

- **State** – Refer to the Department of Transportation website at www.dot.ca.gov or by phone at (916) 654-5266
- **County** – Refer to Chapter 35, Article 1, of the County of Santa Barbara Code by going to this link: https://library.municode.com/ca/santa_barbara_county/codes/code_of_ordinances
Candidates should speak with the County Zoning Administrator to be certain that signs comply with county requirements: (805) 568-2090.
- **Cities** – If the sign is placed within city boundaries, please contact the City Attorney's Office for the city in which the sign would be placed.

REPORTING CAMPAIGN COMPLAINTS

The County of Santa Barbara Elections Office is not an enforcement agency and is therefore unable to investigate any violations. Individuals who would like to report a violation(s) will be referred to one of the agencies listed below.

The following is a list of resources that may be contacted regarding possible election violations or fraud:

1. **Fair Political Practices Commission:** www.fppc.ca.gov or 1-866-275-3772 to contact the Enforcement Division for violations of the Political Reform Act, i.e. mass mailing requirements; slate mailers; campaign disclosure; proper use of campaign funds; and disclosure of economic interests.
2. **California Secretary of State:** www.sos.ca.gov or (916) 657-2166 for election fraud.
3. **California State Attorney General:** <http://www.oag.ca.gov> or (800) 952-5225 or the local District Attorney at (805) 568-2300 for open meeting laws, unlawful use of public funds, violations of the California Elections Code, the Penal Code, or any laws other than those governed by the Political Reform Act.
4. **Federal Election Commission:** www.fec.gov or (800) 424-9530 for federal campaign complaints. (i.e., Congressional, U.S. Senate, and President of the United States.)
5. **County of Santa Barbara District Attorney:** (805) 568-2300 for election fraud, enforcement of local ordinances, vandalism, or requirements concerning campaign signs.

If the violation has occurred within city boundaries contact the **City Attorney's Office** for that city.

There is no agency enforcement that deals with false or misleading campaign materials. These issues must be handled through the local court system.

SECTION 7

WRITE-IN CANDIDATE FILING PROCEDURES

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WRITE-IN CANDIDATE FILING INFORMATION

In event that no candidate files for a partisan office, the office will not appear on the primary ballot. However, if within 10 days after the final date for filing Nomination Papers, a petition is filed indicating that a write-in campaign will be conducted for the office, the contest will appear on the primary ballot. A Write-In Candidate filing period will open on the 57th day prior to the primary election and run until the 14th day prior to the primary election.

The write-in petition must be signed by at least 10 percent of the registered voters qualified to vote for the office, or 100 registered voters, whichever is less, affiliated with that party within the county or a political subdivision within that county, whichever is applicable. Additionally, a separate petition must be filed for each specific office for which a write-in campaign is to be conducted.

E.C. § 8004

| WRITE-IN CANDIDATE FILING PERIOD | | |
|----------------------------------|-------------|--|
| Primary Election | | |
| December 16, 2019 | E-78 | Last day a petition may be filed with the county elections official indicating the intent to conduct a write-in campaign for county central committee/county council office. |
| January 6 to February 18, 2020 | E-57 - E-14 | First and last day of the Write-In period. Write-In Candidates must submit the required Nomination Documents and forms to the County of Santa Barbara Election Office by 5:00 p.m. on February 18, 2020. |

WRITE-IN CANDIDATE NOMINATION DOCUMENTS AND FILING REQUIREMENTS

In order to qualify as a certified Write-In Candidate at the primary election, the prospective candidate must file a Statement of Write-In Candidacy and Nomination Papers.

E.C. §§ 8600, 8604

STATEMENT OF WRITE-IN CANDIDACY

The Statement of Write-In Candidacy shall include the following information:

1. Candidate's name.
2. Residence address.
3. A declaration stating that he or she is a Write-In Candidate.
4. The title of the office for which he or she is running.
5. The date of the election.

NOMINATION PAPERS

Prospective Write-In Candidates for county central committee/county council offices must file the required number of nomination signatures in order to qualify. For the required number of signatures, and the rules and regulations for circulators and signers, please see **pages 13 to 14** of this guide.

E.C. §§ 8602, 8603

ADDITIONAL FILING REQUIREMENTS

Write-In Candidates are also subject to filing the following required and optional documents:

- **Code of Fair Campaign Practices** (Optional) - See **page 14** for more information.

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APPENDIX I

AGENT AUTHORIZATION FORM

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**COUNTY OF SANTA BARBARA ELECTIONS DIVISION
AUTHORIZATION TO RECEIVE AND/OR FILE CANDIDATE NOMINATION DOCUMENTS
AND OTHER FORMS**

I, _____, candidate for the office of

OFFICE TITLE AND DISTRICT NUMBER IF APPLICABLE

for the **March 3, 2020 Presidential Primary Election**, hereby authorize:

AUTHORIZED PERSON'S NAME

(_____) _____
AUTHORIZED PERSON'S PHONE NUMBER

to receive and/or file the following candidate filing documents (please see calendar for issuing and filing dates):

- | | |
|---|--|
| <input type="checkbox"/> Petitions In Lieu of Filing Fee Forms | <input type="checkbox"/> Declaration of Intention (Judicial Offices Only) |
| <input type="checkbox"/> Nomination Papers | <input type="checkbox"/> Candidate Statement Form |
| <input type="checkbox"/> Declaration of Candidacy | <input type="checkbox"/> Other : _____(Specify) |

My residence address is:

STREET ADDRESS

CITY, STATE, ZIP CODE

My telephone numbers are:

(_____) _____
DAYTIME

(_____) _____
EVENING

My email is: _____

Voter-Nominated Offices ONLY, please print political party preference: _____

| INFORMATION FOR PUBLICATION | | |
|---|--------------------------------|----------------------|
| I would like the following information to be used for purposes of listings prepared and issued to the news media and/or the public. <u>(If none given, the above information will be listed.)</u> | | |
| STREET ADDRESS OR PO BOX | | |
| CITY | STATE | ZIP CODE |
| (_____) _____ DAYTIME PHONE | (_____) _____ EVENING PHONE | (_____) _____ FAX |

I am aware that the **last day to file** Nomination Documents for the **Presidential Primary Election** to be held on **March 3, 2020**, is **December 6, 2019** at 5:00 p.m.; or in the event an extension occurs (due to a qualified incumbent failing to file by 5:00 p.m. on December 6, 2019), **December 11, 2019** at 5:00 p.m. (this extension period does not apply to political party County Central Committee or County Council Offices, and only applies to Judicial Offices if an incumbent fails to file their **Declaration of Intention** by 5:00 p.m. on **November 6, 2019**).

CANDIDATE'S SIGNATURE

DATE

WARNING: Every person acting on behalf of a candidate is guilty of a misdemeanor who deliberately fails to file at the proper time and in the proper place any declaration of candidacy in his or her possession which is entitled to be filed under the provisions of the Elections Code. (E.C. § 18202.) Rev. 09/19

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APPENDIX II

NOMINATION SIGNATURES ADDITIONAL INFORMATION

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**COUNTY OF SANTA BARBARA ELECTIONS OFFICE
NOMINATION PAPERS FAQ**

COUNTY CENTRAL COMMITTEES/COUNTY COUNCILS OFFICES

DOCUMENT

FILING PERIOD

Nomination Papers

September 27 to December 6, 2019

THINGS TO REMEMBER:

- Signers must provide their complete **residential** address (No P.O. Boxes or mailing address).
- Signers must be registered voters of the political party and district, if applicable, of the county central committee/county council office sought.
- Additional copies can be created by the candidate or circulator(s) to be circulated **must** be a single **double-sided** page (No staples or paperclips).
- **No whiteout** may be used on the petitions. Whiteout used in the Affidavit of Circulation invalidates the whole petition section.
- Circulated Nomination Papers **will not** be accepted after the filing deadline.

FILING INSTRUCTIONS:

Prior to coming into the County of Santa Barbara Elections Office to file Nomination Papers, please:

1. Review each Nomination Paper to make sure that the **Affidavit of Circulator** is complete.
2. In pencil, cross out any blank or blacked out signature boxes.
3. In pencil, print the total number of signatures on the front side upper right-hand corner of each petition/paper.

It is recommended that candidates make a filing appointment prior to visiting the County of Santa Barbara Elections Office to file forms. To make an appointment please visit www.sbcvote.com.

See reverse side for more information

**COUNTY OF SANTA BARBARA ELECTIONS OFFICE
NOMINATION PAPERS FAQ**

NOTICE TO CANDIDATES AND CIRCULATORS

Once a prospective candidate files their Declaration of Candidacy and Nomination Papers, no other petitions/papers may be filed. If a candidate fails to meet the minimum nomination signatures requirement, they will fail to qualify as a candidate. For this reason, **we strongly recommend candidates obtain the maximum permitted number of signatures required to account for potential deficiencies.**

Common reasons a petition signature may not be counted:

1. Voter provides a mailing, business or mail drop address and not their residential address.
2. Voter provides current residential address but has not re-registered to update their information on file with the Santa Barbara County Elections office.
3. Whiteout is used on the petition form. **No whiteout may be used on the petition/paper.**
4. Voter's signature does not match the signature on file (on their affidavit of registration).
5. Voter is not registered in district or party for the office the candidate is seeking.
6. Voter's residential information is printed by the circulator or another person in the household and not the voter themselves.
7. Voter has had a name changed and has not re-registered with their new name to update their information on file with the Santa Barbara County Elections office.
8. The petition signer is not registered in Santa Barbara County.

APPENDIX III

BALLOT DESIGNATION WORKSHEET

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**California Secretary of State
BALLOT DESIGNATION WORKSHEET**

(Elections Code §§ 13107, 13107.3, 13107.5; California Code of Regulations § 20711)

This entire form **must be completed**, or it will not be accepted and you will **not** be entitled to a ballot designation. **DO NOT LEAVE ANY RESPONSE SPACES BLANK.** If information requested is not applicable, please write "N/A" in the space provided, otherwise the information **MUST** be provided. **UPON FILING, THIS WORKSHEET WILL BE A PUBLIC RECORD.**

| | | | |
|------------------------------|----------|------------------------------------|--|
| Candidate Information | 1 | Candidate Name: _____ | Gender (optional, for translation use only): _____ |
| | | Office: _____ | Email: _____ |
| | | Home Address: _____ | |
| | | Mailing Address: _____ | |
| | | Business Address: _____ | |
| | | Phone Number(s) Business: _____ | Home/Mobile: _____ |

| | | | | |
|-----------------------------|----------|---|---------------|------------|
| Attorney Information | 2 | Attorney Name (or other person authorized to act on your behalf): _____ | | |
| | | Address: _____ | | |
| | | Phone Number(s) Business: _____ | Mobile: _____ | Fax: _____ |

You may select as your ballot designation one of the following designations:

- (a) Your current principal profession(s), vocation(s), or occupation(s) [maximum total of three words, separated by a slash ("/")].
- (b) The full title of the public office you currently occupy and to which you were elected.
- (c) "Appointed [full title of public office]" if you currently serve by appointment in an elective public office and are seeking election to the same office or to some other office.
- (d) "Incumbent" if you were elected (or, if you are a Superior Court Judge, you are a candidate for the same office that you hold) to your current public office and seek election to the same office.
- (e) "Appointed Incumbent" if you were appointed to your current elective public office and seek election to the same office.

| | | |
|---------------------------------------|----------|--|
| Proposed Ballot Designation(s) | 3 | Proposed Ballot Designation(s): _____ |
| | | Alternate Ballot Designation(s) 1: _____ |
| | | Alternate Ballot Designation(s) 2: _____ |

In the spaces provided on the next page(s):

- (a) Describe why you believe you are entitled to use the proposed ballot designation.
- (b) If your proposed ballot designation contains one or more slashes ("/") separating words in your ballot designation for separate principal profession(s), vocation(s), or occupation(s) (collectively known as "PVOs"), complete a justification section for each separate PVO.
- (c) Attach any documents or exhibits that you believe support your proposed ballot designation.
- (d) If using the title of an elective office, attach a copy of your certificate of election or appointment.
- (e) Any supporting documents will not be returned to you. **Do not submit originals.**

It is your responsibility to justify your proposed ballot designation and to provide all requested details.

If your proposed ballot designation includes the word "volunteer," indicate the title of your volunteer position and the name of the entity for which you volunteer along with a brief description of the type of volunteer work you do and the approximate amount of time involved. You may only use the ballot designation "community volunteer" if you volunteer for a 501(c)(3) charitable, educational, or religious organization, a governmental agency or an educational institution. You may not use "community volunteer" together with another designation.



If your proposed ballot designation contains **one or more slashes (“/”)** separating multiple principal profession(s), vocation(s), or occupation(s) (collectively known as “PVOs”), **complete a justification section for each separate PVO.**

Justification for use of Proposed Ballot Designation(s)
 If you are proposing alternate ballot designations, please provide justification for use of those on **Page 3.**

4

| | | |
|---|------------------|--------|
| Justification for use of 1st PVO: | | |
| | | |
| | | |
| Current or most recent job title: | Start/End Dates: | |
| Employer Name or Business: | | |
| Person who can verify this information: | | |
| Name: | Phone Number(s): | Email: |
| Justification for use of 2nd PVO: | | |
| | | |
| | | |
| Current or most recent job title: | Start/End Dates: | |
| Employer Name or Business: | | |
| Person who can verify this information: | | |
| Name: | Phone Number(s): | Email: |
| Justification for use of 3rd PVO: | | |
| | | |
| | | |
| Current or most recent job title: | Start/End Dates: | |
| Employer Name or Business: | | |
| Person who can verify this information: | | |
| Name: | Phone Number(s): | Email: |

Before signing below, answer/initial the following questions. Does your proposed ballot designation:

- | | | | |
|-----|--|--|---------------|
| 1) | Use only a portion of the title of your current elected office? | <input type="checkbox"/> Yes <input type="checkbox"/> No | Initial _____ |
| 2) | Non-judicial candidates: Use only the word “Incumbent” for an elective office to which you were appointed? | <input type="checkbox"/> Yes <input type="checkbox"/> No | Initial _____ |
| 3) | Use more than three total words for your principal professions, vocations, or occupations? | <input type="checkbox"/> Yes <input type="checkbox"/> No | Initial _____ |
| 4) | Suggest an evaluation of you, such as outstanding, leading, expert, virtuous, or eminent? | <input type="checkbox"/> Yes <input type="checkbox"/> No | Initial _____ |
| 5) | Refer to a status (Veteran, Activist, Founder, Scholar), rather than a profession, vocation, or occupations? | <input type="checkbox"/> Yes <input type="checkbox"/> No | Initial _____ |
| 6) | Abbreviate the word “retired”? | <input type="checkbox"/> Yes <input type="checkbox"/> No | Initial _____ |
| 7) | Place the word “retired” after the words it modifies? Example: Accountant, retired | <input type="checkbox"/> Yes <input type="checkbox"/> No | Initial _____ |
| 8) | Use an word or prefix (except “retired”) such as “former” or “ex-” to refer to a former profession, vocation, or occupation? | <input type="checkbox"/> Yes <input type="checkbox"/> No | Initial _____ |
| 9) | Use the word “retired” along with a current profession, vocation, or occupation? Example: Retired Firefighter/Teacher | <input type="checkbox"/> Yes <input type="checkbox"/> No | Initial _____ |
| 10) | Use the name of a political party or political body? | <input type="checkbox"/> Yes <input type="checkbox"/> No | Initial _____ |
| 11) | Refer to a racial, religious, or ethnic group? | <input type="checkbox"/> Yes <input type="checkbox"/> No | Initial _____ |
| 12) | Refer to any activity prohibited by law? | <input type="checkbox"/> Yes <input type="checkbox"/> No | Initial _____ |

If the answer to any of these questions is “yes,” your proposed ballot designation is likely to be rejected.

| | |
|------------------------------|--|
| X | <div style="display: flex; justify-content: space-between; align-items: center;"> / / </div> |
| Candidate’s Signature | Date Signed: Month Day Year |

For your reference, attached are [Elections Code sections 13107, 13107.3, and 13107.5](#), and [California Code of Regulations \(CCR\), title 2, section 20711](#). You also may wish to consult [CCR, title 2, sections, 20712-20719](#) (found at www.sos.ca.gov).



COMPLETE THIS PAGE ONLY IF one or more **Alternate Ballot Designation(s)** are provided. If this page is not applicable, **please initial:** _____.

Justification for
 Alternate Ballot
 Designation(s) 1

A

| | | |
|---|------------------|--------|
| Justification for use of 1st PVO: | | |
| | | |
| Current or most recent job title: | Start/End Dates: | |
| Employer Name or Business: | | |
| Person who can verify this information: | | |
| Name: | Phone Number(s): | Email: |
| Justification for use of 2nd PVO: | | |
| | | |
| Current or most recent job title: | Start/End Dates: | |
| Employer Name or Business: | | |
| Person who can verify this information: | | |
| Name: | Phone Number(s): | Email: |
| Justification for use of 3rd PVO: | | |
| | | |
| Current or most recent job title: | Start/End Dates: | |
| Employer Name or Business: | | |
| Person who can verify this information: | | |
| Name: | Phone Number(s): | Email: |

Justification for
 Alternate Ballot
 Designation(s) 2

B

| | | |
|---|------------------|--------|
| Justification for use of 1st PVO: | | |
| | | |
| Current or most recent job title: | Start/End Dates: | |
| Employer Name or Business: | | |
| Person who can verify this information: | | |
| Name: | Phone Number(s): | Email: |
| Justification for use of 2nd PVO: | | |
| | | |
| Current or most recent job title: | Start/End Dates: | |
| Employer Name or Business: | | |
| Person who can verify this information: | | |
| Name: | Phone Number(s): | Email: |
| Justification for use of 3rd PVO: | | |
| | | |
| Current or most recent job title: | Start/End Dates: | |
| Employer Name or Business: | | |
| Person who can verify this information: | | |
| Name: | Phone Number(s): | Email: |



For your reference, the relevant provisions of Elections Code section 13107 are reproduced below:

(a) With the exception of candidates for Justice of the State Supreme Court or court of appeal, immediately under the name of each candidate, and not separated from the name by any line, unless the designation made by the candidate pursuant to Section 8002.5 must be listed immediately below the name of the candidate pursuant to Section 13105, and in that case immediately under the designation, may appear at the option of the candidate only one of the following designations:

(1) Words designating the elective city, county, district, state, or federal office which the candidate holds at the time of filing the nomination documents to which he or she was elected by vote of the people.

(2) The word "incumbent" if the candidate is a candidate for the same office which he or she holds at the time of filing the nomination papers, and was elected to that office by a vote of the people.

(3) No more than three words designating either the current principal professions, vocations, or occupations of the candidate, or the principal professions, vocations, or occupations of the candidate during the calendar year immediately preceding the filing of nomination documents.

(4) The phrase "appointed incumbent" if the candidate holds an office by virtue of appointment, and the candidate is a candidate for election to the same office, or, if the candidate is a candidate for election to the same office or to some other office, the word "appointed" and the title of the office. In either instance, the candidate may not use the unmodified word "incumbent" or any words designating the office unmodified by the word "appointed." However, the phrase "appointed incumbent" shall not be required of a candidate who seeks reelection to an office which he or she holds and to which he or she was appointed, as a nominated candidate, in lieu of an election, pursuant to Sections 5326 and 5328 of the Education Code or Section 7228, 7423, 7673, 10229, or 10515 of this code.

(b) (1) Except as specified in paragraph (2), for candidates for judicial office, immediately under the name of each candidate, and not separated from the name by any line, only one of the following designations may appear at the option of the candidate:

(A) Words designating the city, county, district, state, or federal office held by the candidate at the time of filing the nomination documents.

(B) The word "incumbent" if the candidate is a candidate for the same office that he or she holds at the time of filing the nomination papers.

(C) No more than three words designating either the current principal professions, vocations, or occupations of the candidate, or the principal professions, vocations, or occupations of the candidate during the calendar year immediately preceding the filing of nomination documents.

(2) For a candidate for judicial office who is an active member of the State Bar employed by a city, county, district, state, or by the United States, the designation shall appear as one of the following:

(A) Words designating the actual job title, as defined by statute, charter, or other governing instrument.

(B) One of the following ballot designations: "Attorney," "Attorney at Law," "Lawyer," or "Counselor at Law." The designations "Attorney" and "Lawyer" may be used in combination with one other current principal profession, vocation, or occupation of the candidate, or the principal profession, vocation, or occupation of the candidate during the calendar year immediately preceding the filing of nomination documents.

(3) A designation made pursuant to subparagraph (A) of paragraph (1) or paragraph (2) shall also contain relevant qualifiers, as follows:

(A) If the candidate is an official or employee of a city, the name of the city shall appear preceded by the words "City of."

(B) If the candidate is an official or employee of a county, the name of the county shall appear preceded by the words "County of."

(C) If the candidate is an official or employee of a city and county, the name of the city and county shall appear preceded by the words "City and County."

(D) If the candidate performs quasi-judicial functions for a governmental agency, the full name of the agency shall be included.

(c) A candidate for superior court judge who is an active member of the State Bar and practices law as one of his or her principal professions shall use one of the following ballot designations as his or her ballot designation: "Attorney," "Attorney at Law," "Lawyer," or "Counselor at Law." The designations "Attorney" and "Lawyer" may be used in combination with one other current principal profession, vocation, or occupation of the candidate, or the principal profession, vocation, or occupation of the candidate during the calendar year immediately preceding the filing of nomination documents.

(d) For purposes of this section, all California geographical names shall be considered to be one word. Hyphenated words that appear in any generally available standard reference dictionary, published in the United States at any time within the 10 calendar years immediately preceding the election for which the words are counted, shall be considered as one word. Each part of all other hyphenated words shall be counted as a separate word.

(e) The Secretary of State and any other elections official shall not accept a designation of which any of the following would be true:

(1) It would mislead the voter.



**California Secretary of State
BALLOT DESIGNATION WORKSHEET
Page 5**

(2) It would suggest an evaluation of a candidate, such as outstanding, leading, expert, virtuous, or eminent.

(3) It abbreviates the word "retired" or places it following any word or words which it modifies.

(4) It uses a word or prefix, such as "former" or "ex-," which means a prior status. The only exception is the use of the word "retired."

(5) It uses the name of any political party, whether or not it has qualified for the ballot.

(6) It uses a word or words referring to a racial, religious, or ethnic group.

(7) It refers to any activity prohibited by law.

(f) If, upon checking the nomination documents and the ballot designation worksheet described in Section 13107.3, the elections official finds the designation to be in violation of any of the restrictions set forth in this section, the elections official shall notify the candidate by registered or certified mail return receipt requested, addressed to the mailing address provided on the candidate's ballot designation worksheet.

(1) The candidate shall, within three days, excluding Saturday, Sunday, and state holidays, from the date he or she receives notice by registered or certified mail, or from the date the candidate receives actual notice of the violation, whichever occurs first, appear before the elections official or, in the case of the Secretary of State, notify the Secretary of State by telephone, and provide a designation that complies with subdivision (a) or (b).

(2) If a candidate fails to provide a designation that complies with subdivision (a) or (b) within the three-day period specified in paragraph (1), a designation shall not appear after the candidate's name.

(g) A designation given by a candidate shall not be changed by the candidate after the final date for filing nomination documents, except as specifically requested by the elections official as specified in subdivision (f) or as provided in subdivision (h). The elections official shall maintain a copy of the ballot designation worksheet for each candidate that appears on the ballot in the county for the same period of time as applied to nomination documents pursuant to Section 17100.

(h) The designation shall remain the same for all purposes of both primary and general elections, unless the candidate, at least 98 days before the general election, requests in writing a different designation which the candidate is entitled to use at the time of the request.

For your reference, Elections Code section 13107.3 is reproduced below:

(a) A candidate who submits a ballot designation pursuant to subdivision (a) of Section 13107 shall file a ballot designation worksheet that supports the use of that ballot designation by the candidate, in a format prescribed by the Secretary of State.

(b) The ballot designation worksheet shall be filed with the elections official at the same time that the candidate files his or her declaration of candidacy.

(c) In the event that a candidate fails to file a ballot designation worksheet in accordance with subdivision (a), no designation shall appear under the candidate's name on the ballot.

For your reference, Elections Code section 13107.5 is reproduced below:

(a) A candidate's ballot designation as "community volunteer" shall constitute a valid principal vocation or occupation for purposes of subdivision (a) of Section 13107, if not otherwise in violation of any of the restrictions set forth in that section, and subject to the following conditions:

(1) A candidate's community volunteer activities constitute his or her principal profession, vocation, or occupation.

(2) A candidate is not engaged concurrently in another principal profession, vocation, or occupation.

(3) A candidate may not use the designation of "community volunteer" in combination with any other principal profession, vocation, or occupation designation.

(b) The Secretary of State shall by regulation define what constitutes a community volunteer for purposes of this section.

For your reference, California Code of Regulations section 20711 is reproduced below:

(a) In order to facilitate review of a candidate's proposed ballot designation by the Secretary of State pursuant to Elections Code § 13107, the candidate shall submit, at the time of filing his or her proposed ballot designation on the Declaration of Candidacy, a completed Ballot Designation Worksheet on a form provided by the Secretary of State.

(b) All Ballot Designation Worksheets filed with the Office of the Secretary of State or the county elections officials pursuant to this section shall be public records and shall be available for inspection and copying at the public counter of the Elections Division of the Office of the Secretary of State, Fifth Floor, 1500 11th Street, Sacramento, California 95814, or at the office of the applicable county elections official.



California Secretary of State
BALLOT DESIGNATION WORKSHEET
Page 6

(c) The Secretary of State shall provide a master copy or copies of the Ballot Designation Worksheet to all elections officials responsible for providing and accepting the nomination documents for candidates in elections for offices certified by the Secretary of State. The Ballot Designation Worksheet shall request that the candidate proposing the ballot designation provide the following information:

- (1) The candidate's name, home, business and mailing addresses, telephone numbers, e-mail address, if available, and fax number;
- (2) A designation of the office for which the candidate is seeking election;
- (3) The name, home, business and mailing addresses, telephone numbers, e-mail address, if available, and fax number of the attorney representing the candidate or for any other person to be contacted in the event the Secretary of State requires further information regarding the proposed ballot designation;
- (4) The proposed ballot designation submitted by the candidate;
- (5) The candidate may submit one or more proposed alternate ballot designations ranked in order of the candidate's preference;
- (6) A brief statement identifying the factual basis upon which the candidate claims the proposed ballot designation and each proposed alternate ballot designation, including the following:
 - (A) If the candidate holds elected office and is submitting his or her proposed ballot designation pursuant to Elections Code § 13107, subdivisions (a)(1) or (a)(2), the candidate shall indicate the elective office he or she currently occupies and may attach a copy of his or her Certificate of Election;
 - (B) If the candidate is a judicial officer and is submitting his or her proposed ballot designation pursuant to Elections Code § 13107, subdivisions (a)(1) or (a)(2), the candidate shall indicate the elective office he or she currently holds and may attach either (A) a copy of his or her Certificate of Election or (B) a copy of his or her commission or certificate of appointment, issued at the time the candidate was appointed to the judicial office which he or she currently occupies;
 - (C) If the candidate submits a ballot designation pursuant to Elections Code § 13107, subdivision (a)(3), the candidate shall indicate:
 - (i) The title of the position or positions which he or she claims supports the proposed ballot designation;
 - (ii) The dates during which the candidate held such position;
 - (iii) A description of the work he or she performs in the position;
 - (iv) The name of the candidate's business or employer;
 - (v) The name and telephone number of a person or persons who could verify such information; and
 - (vi) A statement that the professions, vocations or occupations relied upon to support the proposed ballot designation constitute the primary, main or leading professions, vocations or occupations of the candidate, in accordance with the definition of the term "principal" as set forth at § 20714, subdivision (b).
 - (D) If the candidate submits a ballot designation pursuant to Elections Code § 13107, subdivision (a)(4), the candidate shall indicate the date on which he or she was appointed to the office for which he or she is an appointed incumbent.
- (d) The candidate may attach or append any supporting documents or other exhibits to his or her Ballot Designation Worksheet which he or she believes support his or her proposed ballot designation. Such attached documents or other exhibits shall be deemed to be incorporated by reference as part of the candidate's Ballot Designation Worksheet and shall be considered as such by the Secretary of State.
- (e) If a candidate requests a change of his or her ballot designation pursuant to Elections Code § 13107(e), that request shall be accompanied by a Ballot Designation Worksheet.

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APPENDIX IV

SOS MEMORANDUM #19069, AND ADDITIONAL INFORMATION

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ALEX PADILLA | SECRETARY OF STATE | STATE OF CALIFORNIA
ELECTIONS DIVISION

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August 16, 2019

County Clerk/Registrar of Voters (CC/ROV) Memorandum #19069

TO: All County Clerks/Registrars of Voters

FROM: /s/ Robbie Anderson, Elections Counsel

RE: Presidential Primary Election: County Central Committees

This memorandum is being issued to address timing issues that exist in the Elections Code with respect to the central committee elections process for the March 3, 2020, Presidential Primary Election. The first issue relates to the deadlines for calculating the number of central committee members to be elected at the presidential primary election. The second issue relates to the formula for calculating the number of members.

Deadlines to Calculate Number of Central Committee Members

Except for the Green Party, the deadlines to calculate the number of central committee members to be elected occur after the nomination period opens on E-158 (Elec. Code § 8020(b)):

For the American Independent Party, the number of members would be unknown until E-125. (Elec. Code § 7671.)

For the Peace and Freedom and Libertarian parties, if a county central committee election will be held, the number of members would be unknown until E-115. (Elec. Code §§ 7770, 7771.)

For the Democratic and Republican parties, in some counties, the number of members would be unknown until E-32. (Elec. Code §§ 7226, 7421.)

Formula for Calculating the Number of Members

Except for the Democratic and Republican parties, the calculations for the number of central committee members to be elected are based on the 154-Day Report of Registration (ROR). The 154-day ROR is not available until approximately

E-105, which is not only 53 days after the date the nomination forms must be made available to the candidates, it is after the deadline for the American

Independent, Peace and Freedom, and Libertarian parties to compute the number of members to be elected.

Pertinent Elections Code Sections for the Parties

Democratic Party: §§ 7200, 7201, 7201.1, 7201.2, 7202, 7203, 7204, 7226

Republican Party: §§ 7400, 7400.1, 7400.3, 7400.5, 7401, 7402, 7403, 7421

American Independent Party: §§ 7650, 7651, 7671

Peace and Freedom and Libertarian parties: §§ 7770, 7771

Green Party: §§ 7902, 7912, 7913

Recommendations

Deadlines to Calculate Number of Central Committee Members

Computation

The Secretary of State recommends that county elections officials compute the number of central committee members in their county for all parties, except the American Independent and Green parties, by September 10, 2019 (E-175). This recommendation is based on the deadline set forth in the Elections Code for the Green Party.

For the American Independent and Green parties, the Secretary of State will compute the numbers of available central committee and county council members, by county, by September 10, 2019.

Notification

Additionally, the Secretary of State recommends that county elections officials notify the appropriate county central committees for all parties, except the American Independent and Green parties, of the results of that calculation by September 13, 2019 (E-172).

For the American Independent and Green parties, the Secretary of State will notify the appropriate county central committees and county councils by September 13, 2019.

Formula for Calculating the Number of Members

For the Peace and Freedom and Libertarian parties, the Secretary of State recommends that county elections officials use the Odd-Numbered Year Report of Registration for the calculation of the number of members. The

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recommendation to use the Odd-Numbered Year Report of Registration for the calculation of the number of members is based the process set forth in the Elections Code for the Green Party.

For the American Independent and Green parties, the Secretary of State will use the Odd-Numbered Year Report of Registration for the calculation of the number of members.

For the Democratic and Republican parties, the calculation of the number of central committee members is and should continue to be based on the number of votes cast in the appropriate district at the last gubernatorial election for the respective party's candidate for Governor, as set forth in the Elections Code.

If you have not already done so, it is recommended that you contact the party central committees in your county to request that they notify you by Friday, September 13, 2019, as to whether or not the county central committee intends to use the public ballot for the election of their central committee members.

If you have any questions, please contact me at aanderso@sos.ca.gov or (916) 657-2166.

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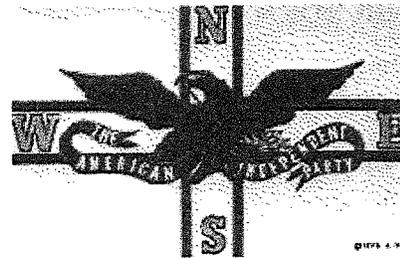
☆☆☆ American Independent Party ☆☆☆

Affiliated with American Independent Party Of These United States

State Chairman: Markham Robinson
State Vice Chairman: Dr. Mark J. Seidenberg
Executive Committee Chairman: Markham Robinson

State Headquarters

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Party/Committee I.D. # 74237

September 12, 2019

To: County Registrar of Voters

RE: Participation of the American Independent Party for the Selection of
its County Committee Election Using the Primary Elections Ballot of 2020

Dear County Registrar of Voters:

The American Independent Party declines the use of the 2020 Primary to elect its County Committee Members.

Very truly yours,

American Independent Party Chairman