

CANDIDATE RESOURCE GUIDE
JUNE 7, 2022
STATEWIDE DIRECT PRIMARY
ELECTION



Prepared by:
County of Kings Elections Department

elections@countyofkings.com

www.votekingscounty.com

NOTICE

This Candidate Resource Guide has been prepared to assist you in filing documents relating to the election. It includes a calendar of events and summary of provisions and filing requirements. It is not intended to provide legal advice and is for general guidance only. The Registrar of Voters strongly encourages any prospective candidates to seek legal advice to assist in complying with the applicable California laws, including the California Elections Code and California Government Code.

Please note that it is not within the purview of this office to determine whether a candidate meets the requirements for holding office. Individuals with questions concerning their own or other candidate qualifications or other related matters should seek legal counsel.

Candidates and others using this Resource Guide must bear full responsibility to make their own determinations as to all legal standards, duties and factual material contained therein.



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TO: Candidates, Campaign Managers and other Interested Parties
FROM: Lupe Villa, Registrar of Voters
SUBJECT: June 7, 2022 Statewide Direct Primary Election
Candidate Resource Guide

This Candidate Resource Guide has been prepared to assist candidates filing for offices in the June 7, 2022 Statewide Direct Primary Election. The guide provides a general overview of major events and valuable information related to critical deadlines for the candidate filing process, guidelines for candidate statements, and campaign finance disclosure filing requirements.

The candidate nomination process for the upcoming June 7, 2022 Statewide Direct Primary Election will require that candidates filing for office schedule appointments when submitting their candidate nomination documents.

Candidates wishing to file for office must complete the Candidate Application form available at the Elections Department website at votekingscounty.com. The completed and signed Candidate Application form must be submitted electronically to the Elections Department at elections@countyofkings.com.

Upon receipt of the completed and signed Candidate Application form, a County of Kings Candidate Packet will be emailed to the candidate to the email address provided on the application. The County of Kings Candidate Packet consist of the following forms: Ballot Designation Worksheet, FPPC Form 501 and FPPC Form 700. Upon completion of the County of Kings Candidate Packet, the candidate may call or email the Elections Department to schedule their in-office appointment to finalize their candidacy. A Candidate's Declaration of Candidacy forms will be created and ready for signing at their appointment. It is the candidate's responsibility to print and provide the ballot designation worksheet, FPPC Form 501 and the FPPC Form 700.

The County of Kings Elections Department is committed to providing guidance and quality service to you, your campaign and to the voters of Kings County. Questions regarding the candidate nomination process may be directed to elections@countyofkings.com or call us at (559) 852-4401.

Sincerely,
Lupe Villa
Registrar of Voters

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CALENDAR OF EVENTS

STATEWIDE DIRECT PRIMARY ELECTION

JUNE 7, 2022

All code sections are the Elections Code, unless otherwise noted. Following the filing period dates, the number of days prior to or after the election is provided (E = Election Day, followed by the number of days prior to (-) or after (+) Election Day.) If there is an asterisk by the date, the deadline falls on a weekend or holiday and, in most cases, has been moved to the next business day. Dates are subject to change due to redistricting and the calendar will be updated as appropriate.

DATES	EVENT
January 3* – February 9 (E-155 to E-118)	Signature in Lieu of Filing Fee Period During this period, petition forms may be obtained to secure signatures in lieu of all or a portion of the filing fee except for candidates of the Board of Supervisors. Signatures submitted on the in lieu petitions may also be applied to the signature requirements for offices on the nominating petition. Candidates will be notified of any invalid signature within 10 calendar days of filing the petition. Candidates may then, prior to the close of the nomination period, pay the prorated portion of the filing fee. (E. C. §§ 8061, 8105 and 8106)
January 11 – February 9 (E-147 to E-118)	Signature in Lieu of Filing Fee Period – Board of Supervisors Only During this period, petition forms may be obtained to secure signatures in lieu of all or a portion of the filing fee. Signatures submitted on the in lieu petitions may also be applied to the signature requirements for offices on the nominating petition. Candidates will be notified of any invalid signature within 10 calendar days of filing the petition. Candidates may then, prior to the close of the nomination period, pay the prorated portion of the filing fee. (E. C. §§ 8061, 8105 and 8106)
January 31 – February 9 (E-127 to E-118)	Declaration of Intention – Candidates for Judicial Office First and last day for candidates for judicial office to file a declaration of intention. The filing fee must be paid or signatures in lieu of filing fee petitions must be filed at the time the declaration of intention is filed. (E. C. §§ 8023 and 8105 (b))
February 4 (E-123)	Adoption of Governing Board Member Election Resolution (School District) Last day for governing boards to adopt resolution calling a governing board member election and setting forth the specifications of the election order. Copies shall be filed with the County Superintendent of Schools and the county elections official. (Ed. Code § 5322)
February 7 (E-120)	Board Resolution for Candidate Statements Not later than this date, the jurisdiction's governing body shall by resolution determine the word limitation for candidate statements (200 or 400 words); specify if the candidates or the district will bear the costs of printing and distributing the statements; and if cost is to be paid by candidate, whether advance payment is required. (E. C. § 13307(a)(d))
February 10 – February 14 (E-117 to E-113)	Extension of Declaration of Intention Period (Judicial Offices Only) If the incumbent for a judicial office does not file a declaration of intention to succeed to the same office by February 9, 2022 , qualified persons other than the incumbent may file a declaration of intention for that office no later than the first day for filing nomination papers. (E. C. § 8023 (b))

CALENDAR OF EVENTS (CONTINUED)

<p>February 14 – March 11 (E-113 to E-88)</p>	<p>Nomination Period for All Candidates During this period, candidates must file declarations of candidacy and nomination papers. No person may file nomination papers for more than one office at the same election. The Declaration of Candidacy shall be executed in the elections official’s office. All candidates must pay the nonrefundable filing fees. A candidate shall not be required to execute a nomination paper if the number of in-lieu signatures that meets the nomination requirement on the in-lieu petitions equals or exceeds the minimum number required. (E. C. §§ 8020, 8061, 8062, 8100, 8105, 8106 and 10407)</p> <p>During this period, candidates for a local nonpartisan office may file a candidate statement for inclusion with the County Voter Information Guide. If the office is to be voted on in more than one county, candidates should file a statement with each county. (E.C. § 13307)</p> <p>During this period, candidates for congressional and state legislative office may submit a statement for inclusion in the Official Sample Ballot Booklet. State Legislative candidates must agree to voluntarily limit their campaign expenditures. The statement shall not exceed 250 words. If the office is to be voted on in more than one county, candidates should file the statement with each county. (Govt. Code §§ 85601(c) and 88001(i), and E.C. § 13307.5)</p> <p>NOTE: Candidate statements will ONLY be included in the Official Voter Information Guide.</p>
<p>February 14 – March 16 (E-113 to E-83)</p>	<p>Transmission of Nomination Documents to Secretary of State During this period, nomination documents shall be delivered to the Secretary of State pursuant to E. C. § 8070. (E. C. §§ 8070 and 8082)</p>
<p>February 19 (E-108)</p>	<p>Signature in Lieu Petitions Checked Last day to determine sufficiency of signatures in lieu of filing fees submitted by all candidates. If determined that the petition is deficient, the candidates may, before the close of nomination period ending March 11, 2022 (E-88), pay a pro rata fee. (E. C. § 8106(b)(3))</p>
<p>March 1 (E-98)</p>	<p>Income Tax Return Disclosure Requirements – Governor Notwithstanding any other law, the name of a candidate for Governor shall not be printed on a direct primary election ballot, unless the candidate, at least 98 days before the direct primary election, files with the SOS copies of every income tax return the candidate filed with the IRS in the 5 most recent taxable years, in accordance with the procedure set forth in Section 8903 (E.C. § 8902)</p>
<p>March 11 (E-88)</p>	<p>Candidate Withdraw No candidate whose declaration of candidacy has been filed for any primary election may withdraw as a candidate at that primary election. (E.C. § 8800)</p>
<p>March 11 (E-88)</p>	<p>Measure Resolution Deadline Deadline for filing resolutions with the Elections Department for a Measure to appear on the ballot. Deadlines for arguments in support/against will be posted on <i>votekingscounty.com</i></p>

CALENDAR OF EVENTS (CONTINUED)

<p>March 12 – March 16 (E-87 to E-83)</p>	<p>Nomination Extension Period If nomination documents for any eligible incumbent are not filed by March 11, 2022, 5:00 pm, the nomination period for such office shall be extended until March 16, 2022, 5:00 pm for persons other than the incumbent.</p> <p>NOTE: Extension period does not apply when:</p> <ol style="list-style-type: none"> 1. The incumbent for judicial office does not file a declaration of intention for the office 2. There is no incumbent eligible to be elected or the incumbent has served the maximum number of terms as permitted by the California Constitution (E. C. § 8022 and 8024)
<p>March 12 – March 21 (E-87 to E-78)</p>	<p>Public Examination Period for Candidate Statements, Candidate Names and Ballot Designations During this period, candidate statements, candidate names and ballot designations shall be open for public examination. A fee may be charged to any candidate/person obtaining a copy of the material. During this period, any person may file a writ of mandate or an injunction to require any or all of the material in a candidate statement to be amended or deleted. For candidate names and ballot designations, a writ may be filed pursuant to E. C. § 13314. (E. C. § 13313)</p> <p>NOTE: If the nomination period is extended for a particular office, the examination period for that office shall be adjusted to March 17, 2022 through March 28, 2022.</p>
<p>March 16 (E-83)</p>	<p>Amendment or Withdrawal of Measure – Deadline Last day for a jurisdiction to withdraw or amend a measure previously submitted for placement on the ballot. (E. C. § 9605)</p> <p>Measure Letter Designation Last day jurisdictions may request in writing specific letter designations for their measure(s).</p>
<p>March 17 (E-82)</p>	<p>Randomized Alphabet Drawing The Secretary of State shall hold a public drawing to determine order of candidate names on the ballot by randomly drawing each letter of the alphabet. (E. C. § 13112)</p> <p>The Registrar of Voters shall hold a public drawing to determine the order of candidate names on the ballot for state legislative districts that encompass more than one county by randomly drawing each letter of the alphabet. (E. C. § 13111(i))</p>
<p>March 21 (E-78)</p>	<p>Petition to Conduct Write-in Campaign (Judicial Offices) Last day to file petitions containing signatures of 100 registered voters in the county to place office on the Statewide Direct Primary Election ballot when only the incumbent has filed for the office. (E. C. § 8203)</p>

CALENDAR OF EVENTS (CONTINUED)

March 31 (E-68)	<p>Certified List of Candidates Last day for the Secretary of State to transmit the certified list of candidates. (E. C. § 8120)</p>
April 8 (E-60)	<p>Report of Registration Counties shall begin their computer updates in order to send a copy of the file to the Secretary of State by April 14, 2022 (E-50). (E. C. §§ 2187(a) and (c)(2))</p> <p>Special Vote By Mail Ballot Applications First day to process applications for special Vote By Mail ballots. Any application received prior to this day shall be kept and processed on or after this date. (E. C. §§ 300 and 3103)</p>
April 11 – May 24 (E-57 to E-14)	<p>Statement of Write-In Candidate Declaration Period A name written on a ballot will not be counted unless the person has filed during this period a statement of write-in candidacy and sponsor signatures, if applicable, stating that he or she is a write-in candidate for the election. (E. C. §§ 8600 and 8601)</p>
April 23 (E-45)	<p>Military and Overseas Ballots (UOCAVA) Last day for the county elections official to transmit ballots and balloting materials to absent military or overseas voters who have requested them by this date. (E. C. § 3114)</p>
April 28 – May 17 (E-40 to E-21)	<p>State and County Voter Information Guide Between these dates, the Secretary of State and the County Elections Officials shall mail State/County Voter Information Guides to all households in which voters were registered by Friday, April 8, 2022 (E-60). (E. C. §9094, 13303, 13304)</p>
May 9 (E-29)	<p>Voting Location Staff – Appointment Last day to appoint precinct boards and designate poll sites. A notice of appointment shall be mailed to all Poll-Workers. (E. C. §§ 12286, 12307 and 12319)</p> <p>Mailing of Vote By Mail Ballots No later than 29 days before the day of the election, the county elections official shall begin mailing the materials required by Section 3010. (E. C. § 3001(b), 3010 and 3206)</p> <p>Processing of Vote By Mail Ballots The processing of vote by mail ballots may commence on the 29th business day before the election but the results of the tally shall not be released until after the close of polls on Election Day. (E. C. § 15101(b))</p>
May 23 (E-15)	<p>Close of Registration Last day to transfer or register to vote in the Statewide Direct Primary Election. (E. C. § 2102)</p>

CALENDAR OF EVENTS (CONTINUED)

<p>May 24 – June 7 (E-14 to E)</p>	<p>Conditional Voter Registration Period Period in which a voter can “conditionally” register and vote provisionally at the county elections office, a satellite office or polling place after the 15-day voter registration deadline.</p>
<p>May 24 (E-14)</p>	<p>Bilingual Voting Location Staff Last day to prepare list of appointed bilingual staff. (E. C. § 12303(d))</p>
<p>May 28 (E-10)</p>	<p>Tally Center Location – Publication On or before this date, a notice specifying the public place to be used as the central tally location for counting the ballots shall be published once in a newspaper of general circulation within the county. (E. C. § 12109)</p>
<p>June 1 – June 7 (E-6 to E)</p>	<p>Emergency Vote By Mail Between these dates, any voter may apply for a Vote By Mail ballot if conditions require his or her absence on election day. The voter may designate an authorized representative to pick-up and return the ballot. (E. C. § 3021)</p>
<p>June 7 Election Day</p>	<p>Election Day Polling Locations will open 7:00 am and close at 8:00 pm (E. C. §§ 1000, 1201, 14212 and 14401)</p> <p>Vote By Mail Ballots Returned Last day for Vote By Mail ballots to be received or turned in personally by the voter to the elections official’s office or at any polling place in the county. An authorized representative may return the voted ballot under specified conditions. (E. C. §§ 3017(a) and 3020)</p> <p>Any vote by mail ballot cast under this division shall be timely cast if it is received by the voter’s elections official via the United States Postal Service or a bona fide private mail delivery company no later than seven days after election day in addition to the provisions set forth in E. C. 3020, Sections 1 and 2. (E. C. § 3020(b) Section 1 and 2)</p>
<p>June 9 (E+2)</p>	<p>Official Canvass The canvass of election returns shall commence no later than the first Thursday following the election. (E. C. § 15301)</p>
<p>July 7 E+30</p>	<p>Completion of Official Canvass A certified statement of election results must be completed within 30 days of the election. (E. C. § 15372)</p> <p>NOTE: On July 1, 2022 the Registrar of Voters is tentatively scheduled to certify election results. On July 5, 2022 the Board of Supervisors is tentatively scheduled to declare election results official.</p>

GENERAL INFORMATION ON CANDIDATE FILING PROCEDURES

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All candidates (except candidates for U.S. Senator, U.S. Representative and Superior Court Judge) must be registered voters at the time nomination documents are issued and otherwise qualified to vote for the office for which he or she is filing. (E.C. § 201)

State law requires that all nomination documents contain the candidate's name and the elective office title to which he or she is seeking nomination or election; and be signed by the elections official at the time of issuance. Verbal and written instructions regarding procedures to be followed in completing the nomination process are given to candidates or authorized agents when the forms are issued. Only official documents issued by the Elections Department may be used.

February 14 – March 11 (E-113 to E-88)	Candidate Nomination Period
March 12 – March 16 (E-87 to E-83)	Nomination Extension Period If eligible incumbent fails to file at the close of the Nomination Period.
April 11 – May 24 (E-57 to E-14)	Write-In Candidate Declaration Period

CANDIDATE CANNOT WITHDRAW – No candidate that has filed a declaration of candidacy may withdraw as a candidate (E.C. § 8800). Candidates for school districts or general districts are permitted to withdraw up to, and including the deadline date to file a declaration of candidacy for that office pursuant to (E.C. §§ 10510 and 10603). Withdrawal of candidacy, to be effected in writing, is permitted up to and including the deadline date to file a Declaration of Candidacy for that office (E.C. §§ 10224 and 10603).

BALLOT INFORMATION

STATEWIDE DIRECT PRIMARY ELECTION

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NAME TO APPEAR ON THE BALLOT

The ballot name may be designated as follows:

- First, middle and last names
- Initials only and last name
- A nickname may be included but must be in parentheses () or quotation marks “ ”
- A short version of the first name, such as “Bill” for William, “Dick” for Richard or “Kathy” for Kathleen

No titles or degrees are allowed in the ballot name. (E.C. § 13106)

Within one year of any election, a change in legal name shall not appear on the ballot unless the change was made by marriage or by decree of court. (E.C. § 13104)

NOTE: On March 17, 2022, the Secretary of State shall hold a public drawing to determine the order of candidate names on the ballot by randomly drawing each letter of the alphabet.

BALLOT DESIGNATION PROVISIONS

SELECTING YOUR BALLOT DESIGNATION – The **ballot designation** describes the current profession, vocation, occupation or incumbency status of the candidate that will appear on the ballot under the candidate’s name.

Ballot designations:

- Can be no more than three words
- Must appear on the Declaration of Candidacy
- Becomes public record once the information is filed on the Declaration of Candidacy; ballot designations cannot be changed after the final date to file nomination documents

The listing of a designation on the ballot is **OPTIONAL**. Only one of the following categories is allowed:

Elective Office Title: Words describing an elective office title may be used **IF** the candidate holds the office at the time nomination documents are filed and the office was filled by a vote of the people.

Example A: Governing Board Member

Example B: Board member, XYZ School District

Incumbent: The word Incumbent may be used **IF** the candidate is seeking reelection to the same office and was elected to that office by a vote of the people or was appointed as a nominated candidate in lieu of an election.

BALLOT DESIGNATION PROVISIONS (CONTINUED)

Appointed Incumbent: The words Appointed Incumbent must be used IF the candidate was appointed to the office (other than a judicial office) and is seeking election to that office. The word Appointed may also be used with the office title.

Example A: Appointed Incumbent

Example B: Appointed Board member, XYZ School District

Principal Occupation: No more than three words to either describe the current principal profession, vocation, or occupation 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 are considered one word.

Example A: High School Teacher

Example B: Attorney/Educator/Rancher

Example C: CEO/Councilmember

Community Volunteer: A Community Volunteer shall constitute a valid principal vocation or occupation subject to the following conditions:

- A candidate's community volunteer activities constitute his or her principal profession, vocation or occupation.
- A candidate may not use the designation of "community volunteer" in combination with any other principal profession, vocation or occupation.
- A candidate is not engaged concurrently in another principal profession, vocation or occupation.

No Occupation Desired: If no ballot designation is requested, write the word "NONE" and place your initials in the space provided for ballot designation on the Declaration of Candidacy form.

BALLOT DESIGNATION WORKSHEET – A Ballot Designation Worksheet that supports the use of that ballot designation is required to be filed with the Elections Department at the same time as the Declaration of Candidacy. If a candidate fails to file a Ballot Designation Worksheet, no designation will appear on the ballot. (E. C. § 13107.3)

REJECTION OF BALLOT DESIGNATION – If the designation is in violation of any of the restrictions set forth in the California Elections Code, the candidate will be notified by certified mail with a return receipt addressed to the mailing address appearing on the candidate's ballot designation worksheet. If an alternative designation is not provided within the time allowed, no designation will appear on the ballot. (E. C. § 13107(f))

UNACCEPTABLE DESIGNATIONS – Pursuant to Elections Code § 13107(e), the elections official shall not accept a ballot designation if:

- It would mislead the voter.
- It would suggest an evaluation of a candidate, such as outstanding, leading, expert, virtuous, or eminent.
- It abbreviates the word "retired" or places it following any word(s) that it modifies.
- It includes a word or prefix, such as "former" or "ex-," which means a prior status. The only exception is the use of the word "retired."
- It includes the name of any political party, whether or not it has qualified for the ballot.
- It uses a word(s) referring to a racial, religious or ethnic group.
- It refers to any activity that is prohibited by law.

CANDIDATE NOMINATION PROCESS

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BALLOT DESIGNATION WORKSHEET

If a candidate submits a ballot designation, the “Ballot Designation Worksheet” shall be filed with the elections official at the time the candidate files his or her Declaration of Candidacy Form. If the candidate fails to file a Ballot Designation Worksheet, no designation shall appear under the candidate’s name on the ballot.

DECLARATION OF CANDIDACY

The Declaration of Candidacy Form is a two-sided form used to declare your candidacy, provide your ballot designation, and take the oath. This form contains the candidate’s name as it will appear on the ballot. Once filed, these forms are public information. A prospective candidate must execute the Declaration of Candidacy and file it with the County Elections Department

NOTE: THIS FORM MUST BE NOTARIZED IF NOT SIGNED BEFORE THE COUNTY ELECTIONS OFFICIAL. (E.C. 8000, 8028 and 8040)

CANDIDATE STATEMENT OF QUALIFICATIONS

California law permits specified candidates to file a candidate statement to be printed and mailed to voters in the Official Voter Information Guide. **STATEMENTS MUST BE FILED WHEN THE CANDIDATE FILES THEIR DECLARATION OF CANDIDACY.**

Statement is optional and may include the candidate’s age and occupation.

- Statements may not include references to other candidates.
- No changes are allowed after statement is filed, unless there are issues with Elections Code compliance or Court ordered changes.
- No reference to candidate’s political party preference nor any partisan political membership or activity is permitted.

ESTIMATED COST

The estimated cost of the Candidate Statement of Qualifications will be emailed to the candidate when the Elections Department emails the County of Kings Candidate Packet. The estimated cost is determined prior to all information being available; therefore, it is an approximation of the actual cost that varies from election to election and may be significantly more or less depending on the number of registered voters within the district. If only one Candidate files for the office, the cost of the Candidate Statement will be refunded to the Candidate.

FORMAT

Local agencies determine the maximum amount of words allowed, unless otherwise noted it is 200 words. Text submitted as indented or centered will be typed in block paragraph form. Entire statements in all capital letters are not acceptable. Indentations, circles, stars, dots, italics and/or bullets cannot be accommodated. However, you may use dashes/hyphens (-). Enhanced words that are printed in boldface type, underscored and/or CAPITALIZED are to be clearly indicated. The pronoun “I” is not counted as an enhanced word.

All statements should be checked by the candidate for spelling and punctuation as the elections official is not permitted to edit any material contained therein. It is recommended that you do not use dashes or hyphens at the end of a line.

CANDIDATE NOMINATION PROCESS (CONTINUED)

PUBLIC EXAMINATION PERIOD

Candidate statements are confidential until after the close of the nomination period. (E.C. § 13311) Once the filing period closes, the statements are open to public examination for a ten (10) calendar day period. If the nomination period is extended for a particular office, the statements are open to public examination for another ten (10) calendar day period. A fee may be charged to any person wishing to obtain a copy of the material. During both periods, any person may file a writ of mandate or an injunction to require any or all of the content/data to be amended or deleted.

WORD COUNTING GUIDELINES

The following guidelines are used by the Elections Department for counting words on candidate statements, ballot measure text, arguments, rebuttals and other ballot enclosures. The guidelines do not apply to ballot designations for candidates. If the text exceeds the specified 200 or 400 word limit, the author will be asked to delete words or change text until the statement conforms to requirements.

- **Punctuation Marks** are not counted. Symbols such as “&” (and), and “#” (number/pound) are not considered punctuation and each symbol is counted as one (1) word.

- **The Words** "I", "a", "the", "and", "an" are counted as individual words.

- **Proper Nouns**, such as geographical names, and names of persons or things, as one (1) word

Example: “Gus Enwright” = 1 word

“City of Los Angeles” = 1 word

“Dalai Lama” = 1 word

- **Abbreviations** such as acronyms or abbreviations for a word, phrase, or expression are counted as one (1) word.

Example: UCLA, PTA, USMC, KCDSA, U.S.M.C.

- **Hyphenated Words** that appear in any generally available standard reference dictionary published in the U.S. at any time within the last 10 calendar years immediately preceding the election are counted as one (1) word.

Example: Attorney-at-law

- **Dates** are counted as one (1) word.

Example: March 5, 1996 3 November, 2020 11/03 07/13/2020

- **Telephone/ Fax Numbers** are counted as one (1) word.

Example: 1-800-289-9981 ext. 4401 (559) 852-4401

- **Internet Websites/E-Mail Addresses** are counted as one (1) word.

Example: votekingscounty.com elections@countyofkings.com

CAMPAIGN DISCLOSURE FORMS

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FORM 700 – Statement of Economic Interests	Every candidate is required to file a Statement of Economic Interests, commonly referred to as the Form 700.
FORM 501 – Candidate Intention Statement	The Form 501 is filed each election by candidates for state or local office.
FORM 410 – Statement of Organization/ Termination	The Form 410 must be filed within 10 days of receiving \$2,000 in contributions. When filing the Form 410, include a \$50 payment made payable to the Secretary of State. If your committee has not yet reached the \$2,000 threshold, mark the “not yet qualified” box. The \$50 fee is requested at this time but is not legally required until the group qualifies as a committee.
FORM 460 – Recipient Committee Campaign Statement	The Form 460 is filed by recipient committees to report expenditures and contributions. The Form 460 can be used to file a pre-election statement, semi-annual statement, quarterly statement, termination statement, special odd-year report, or an amendment to a previously filed statement.
FORM 470 – Officeholder and Candidate Campaign Statement	The Form 470 is filed by officeholders and candidates who do not have a controlled committee, do not receive contributions totaling \$2,000 or more during the calendar year, and do not spend \$2,000 or more during the calendar year.
FORM 497 – 24- Hour/ 10- Day Contribution Report	The Form 497 is filed by state and local committees making or receiving contribution(s) whose combined total is \$1,000 or more in the 90 days before an election, committees reporting contributions of \$5,000 or more in connection with a state ballot measure, and state candidates as well as state ballot measure committees that receive \$5,000 or more at any time other than a 90-day election cycle.

All Candidates must file a Form 700, 501 and 410 with the Secretary of State and the Kings County Elections Department. All Candidates and Committees for State Office must file the original campaign statements with the Secretary of State. Local Candidates must file original campaign statements with the Kings County Elections Department.

Candidates for Federal Offices must file with the Federal Election Commission.

All FPPC fillable forms are available at <http://www.fppc.ca.gov/forms.html>

CAMPAIGN DISCLOSURE REPORTING REQUIREMENTS

STATEWIDE DIRECT PRIMARY ELECTION

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PLEASE READ CAREFULLY

The Political Reform Act imposes certain duties and obligations on candidates, officeholders, committee treasurers and others participating in the political process.

For example:

- Detailed records must be maintained for all financial activity, and contributions received for political purposes must not be commingled with personal funds.
- Campaign statements must be filed at specified times disclosing contributions received, expenditures made, and other financial information. In some cases, candidates can avoid filing long form campaign statements by submitting a "Candidate and Officeholder Campaign Statement Short Form (Form 470)."
- Campaign statements must be hand delivered or postmarked as first-class mail by the legal filing deadline date established by law. NOTE: The second pre-election statement must be filed in person or guaranteed overnight delivery. Mail which is not received by the filing officer shall be presumed not to have been sent unless the filer possesses a postal receipt establishing the date of the deposit, and the name and address of the addressee.
- The Political Reform Act provides a formula for assessing late fines of original campaign statements filed in our office. The fine is \$10 per day, starting the day after the filing deadline, until the statement is filed; however, no liability may exceed the cumulative amount of reported contributions, expenditures, of the Form 460 or \$100, whichever is greater.

Failure to submit a required statement is a misdemeanor. **Persons who fail to submit required statements are referred to the Fair Political Practices Commission.**

Unsigned forms are incomplete and are not considered filed until they are signed.

UNSUCCESSFUL CANDIDATES

Defeated candidates must file campaign disclosure reports until the campaign committee has been terminated by filing Form 410 (see part 5).

ELECTION RESULTS/ CANVASS

STATEWIDE DIRECT PRIMARY ELECTION

JUNE 7, 2022

TABULATION OF ELECTION RESULTS

Can a candidate view all parts of the ballot counting process?

Yes, the ballot counting process is open to public observation. If you wish to observe the process, you may go to the lobby to check in and be provided with an observer's badge. Tours are available.

How/where are results available on election night?

Website: Results are available on the Internet at www.CountyofKings.com

In person: You are welcome to come to the Central Count Location which is open for public observation. Hard copies of the election results will also be available.

Are election night results final?

No. California State law allows a specified period after the election for the completion of the official canvass. Results released on election night are semi-official.

POST ELECTION NIGHT RESULTS

Supplemental counts of outstanding ballots will be scheduled to begin approximately 3 days after the election. These counts are conducted to get the majority of Vote By Mail and provisional ballots tallied during the canvass process.

Outstanding ballots include:

- Vote By Mail ballots
- Write-in ballots
- Provisional and Conditional ballots voted at our office and polling place locations

Semi-official election results are updated following a supplemental count. If a race is very close, the outcome may not be known until the canvass is complete.

CANVASS/CERTIFICATION

Canvass is the process of reconciling election day data and the supplemental counting of Vote By Mail ballots turned in at the vote center locations, including provisionally cast and write-in ballots. The numbers of voted ballots reported by vote center staff and Vote By Mail ballots are matched to the computer tally. California law permits 30 days to complete the official canvass and certify the final results of the election. The law recognizes the complexity of completing the ballot count and conducting a thorough audit of the election results to ensure accuracy. Part of the canvass process is a legally required manual recount of the votes cast for all candidates and measures on the ballot in 1% of all of the voting precincts in an election. This manual process verifies the accuracy of the computer count.

CONTACT INFORMATION

STATEWIDE DIRECT PRIMARY ELECTION

JUNE 7, 2022

KINGS COUNTY ELECTIONS DEPARTMENT	
1400 W. Lacey Blvd. Bldg. #7 Hanford CA, 93230	Phone: 1-800-289-9981 ext. 4401 / 559-852-4401 FAX: 559-585-8453 elections@countyofkings.com votekingscounty.com
SECRETARY OF STATE (SOS)	
ELECTIONS DIVISION 1500 11th Street, Fifth Floor Sacramento, CA 95814	Phone: 916-657-2166 Fax: 916-653-3214 www.sos.ca.gov/election
POLITICAL REFORM DIVISION 1500 11th Street, Room 495 Sacramento, CA 95814	Phone: 916-653-6224 Fax: 916-653-5045 www.sos.ca.gov/campaign-lobbying
INVESTIGATIVE SERVICES 1500 11th Street, 2nd Floor Sacramento, CA 95814	Phone: 916-657-2166 Fax: 916-653-3214
FAIR POLITICAL PRACTICES COMMISSION (FPPC)	
1102 Q St. Suite 3000 Sacramento, CA 95811	Technical Assistance: Phone: (866) 275-3772 Fax: (916) 322-0886 www.fppc.ca.gov
KINGS COUNTY DISTRICT ATTORNEY	
1400 W. Lacey Blvd. Hanford, CA 93230	Phone: 559-582-0326 countyofkings.com/departments/public-safety/district-attorney
CALIFORNIA ATTORNEY GENERAL	
P.O. Box 944255 Sacramento, CA 94244-2550	Phone: 916-210-6276 Toll Free: 1-800-952-5225 https://oag.ca.gov
FEDERAL ELECTION COMMISSION (FEC)	
999 "E" Street NW Washington, DC 20463	Phone: 1-800-424-9530 www.fec.gov

FREQUENTLY ASKED QUESTIONS

STATEWIDE DIRECT PRIMARY ELECTION

JUNE 7, 2022

How may I apply for office?	<p>The candidate nomination process for the upcoming June 7, 2022 Statewide Direct Primary Election will require that candidates filing for office schedule appointments when submitting their candidate nomination documents.</p> <p>Candidates wishing to file for office must complete the Candidate Application form available at the Elections Department website at VoteKingsCounty.com.</p>
When is the Candidate Nomination Period?	The Candidate Nomination Period begins February 14, 2022 thru March 11, 2022. If an incumbent fails to file an extension of 5 days will be provided for non-incumbents to file.
May I have someone pick up my paperwork?	Yes. On the Candidate Documents Request the candidate must list a designee for who they wish to receive the paperwork.
Will all voters in Kings County receive a Vote By Mail Ballot?	Yes. Per AB 37, each county elections officials shall transmit vote-by-mail ballots for all elections to all voters who are, as of the last day on which vote-by-mail ballots may be transmitted to voters in connection with that election, registered to vote in that election.
What is a Candidate Statement?	A brief description of a candidate's education and qualifications to be included in the sample ballot and mailed to voters within an election jurisdiction. A candidate statement is optional. A candidate statement form is provided for this purpose along with instructions, provisions, and word limit and counting guidelines. The candidate statement fees and the word limit applicable to the district will be provided.
What is a Campaign Statement?	Specific campaign finance disclosure forms are required to report election campaign contribution and expenditure activities.
Will I be able to obtain up-to-date filing information?	Yes. You may obtain a list of the candidates who have been issued and have filed nomination documents from the Elections Department or via our website at votekingscounty.com

FREQUENTLY ASKED QUESTIONS (CONTINUED)

Can a candidate change his/her mind about running for office after filing nomination documents?	Depending on the office, a candidate may not withdraw once his/her declaration of candidacy has been filed.
Is it possible to correct the wording or spelling on a candidate statement after submission?	No. The statement may be withdrawn, but not changed, during the period for filing nomination documents. If you wish to withdraw your statement and not submit a new statement, you have until 5:00 p.m. of the next working day after the close of the nomination period. After this period, your statement cannot be withdrawn.
Can a credit card be used to pay a candidate statement fee or purchase voter material?	Yes. Credit cards, cash, money orders, cashiers or personal checks are the acceptable forms of payment. Checks for candidate statements (unless otherwise specified) are to be made payable to the County of Kings Elections Department. NOTE: Candidates for State or Federal Office must submit their filing fee payment by check or money order.
If a contest does not appear on the ballot due to an insufficient number of candidates, will a candidate statement fee be refunded?	Yes, a candidate statement fee can be refunded.