



# Candidate Informational Night

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Forum Facilitators:

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Lupe Villa - Registrar of Voters

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Emily Oliveira - Elections Supervisor

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Manuel Hernandez - Elections Specialist II



# Candidate Filing Overview

This candidate overview has been prepared to assist you in filing documents relating to the election. 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.

# IMPORTANT DATES

The following are important dates regarding filing deadlines for candidates. For a complete calendar, please see the Official Candidate's Guide.



# IMPORTANT DATES

July 15 to August 9 -  
Declaration of Candidacy Period

Candidates **MUST** file a Declaration of Candidacy and Nomination Papers if required. No person may file Nomination Papers for more than one district office at the same election. The Declaration of Candidacy shall be executed in the Elections Office. All candidates wishing to place a statement in the County Voter Information Guide (VIG) must provide their statement along with fees to the Elections office at this time.

July 30, 2024 -  
Change of Candidate Designation on Ballot

**CHANGE OF CANDIDATE DESIGNATION ON BALLOT**  
Last day that any nominated candidate may request in writing a different ballot designation than the one used at the March 5, 2024, Presidential Primary Election. The request should be filed with the County Elections Official.  
(E. C. § 13107 (h))

August 10 to August 14 -  
Nomination Extension Period

If nomination documents for an incumbent are not filed by 5:00 p.m. on August 9, the nomination period shall be extended until August 14, 5:00 p.m. for persons other than the incumbent.  
(E. C. §§ 8024 and 10516)

**NOTE:** The extension does not apply where there is no incumbent eligible to be elected.



## Step 1) Complete the Candidate Application



- ▶ The Candidate Application form is available online at the Elections website.
- ▶ We can also e-mail you the form for you to complete at your leisure.
- ▶ You can also visit the Elections Department and complete the form in-person.
- ▶ Once the form is completed and your registration status is verified, you will be e-mailed the following forms:
  - FPPC FORM 501 and/or FORM 470 based on if you are raising money
  - FPPC FORM 700
  - Ballot Designation Worksheet



**COUNTY OF KINGS  
ELECTIONS DEPARTMENT**  
1-800-289-9981 ext. 4401 / 559-852-4401  
FAX: (559) 585-8453

**Lupe Villa**  
Registrar of Voters  
1400 W. Lacey Blvd. Bldg. #7  
Hanford, California 93230  
Elections@CountyofKings.com

### CANDIDATE APPLICATION

Note: This is a public document, which can be made available upon receipt of the appropriate request from an individual or organization.

Candidate Information				
<b>Name as you are registered to vote</b>				
First	Middle	Last		
Office (include district if applicable)				Are you the Incumbent?
				Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>Residence Address Optional for Judicial Candidates [EC §8023(c)].</b>				
Number	Street	City	State	Zip
<b>Mailing Address</b>				
Number	Street	City	State	Zip
<b>Business Address</b>				
Number	Street	City	State	Zip
<b>Phone Numbers</b>				
Daytime	Evening		Fax	
E-mail Address			Website Address (if applicable)	
<b>Name as to appear on the ballot</b>				
Will you file a Candidate Statement? <input type="checkbox"/> Yes <input type="checkbox"/> No				
Do you intend to raise money for your campaign? <input type="checkbox"/> Yes <input type="checkbox"/> No				
Will you use a Ballot Designation? <input type="checkbox"/> Yes <input type="checkbox"/> No				
<small>I declare under penalty of perjury that I am a resident of the district or trustee area for which I am running for (exception: Congressional Offices).</small>				
_____			_____	
Signature			Date	

Election Official to complete back of application





Step 2) Complete Your  
Forms and Schedule  
Your Candidacy  
Appointment

**Candidate Intention Statement**

Check One:  Initial  Amendment (explain)

Officeholder and Candidate Campaign Statement – Short Form

1. Statement Covers Calendar Year 20 \_\_\_\_.

2. Officeholder or Candidate Information

3. Office Sought or Held

4. Committee Information

5. Verification

Signature of Officeholder or Candidate

FPPC Form 470/470 Supplement (Jan 2016)  
FPPC Advice: advice@fppc.ca.gov (866)273-3772  
www.fppc.ca.gov

## Statement of Economic Interests



# Form 700

A Public Document

California Secretary of State  
**BALLOT DESIGNATION WORKSHEET**  
November 6, 2022, General Election (Elections Code §§ 9108, 13107, 13107.3, 13137.5, 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 DOCUMENT.

Candidate Name: \_\_\_\_\_ Gender (optional, for translation use only) \_\_\_\_\_

Office: \_\_\_\_\_ Email: \_\_\_\_\_

Name Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Business Address: \_\_\_\_\_ Home Address: \_\_\_\_\_ Fax: \_\_\_\_\_

Phone Number(s): \_\_\_\_\_

Business: \_\_\_\_\_

Attorney Name (if other person authorized to act on your behalf): \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number(s): \_\_\_\_\_ Mobile: \_\_\_\_\_ Fax: \_\_\_\_\_

Business: \_\_\_\_\_

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. **NOTE: A candidate for the office of Representative in Congress, Member of the State Board of Equalization, State Senator, or Member of the Assembly shall not choose the word "Incumbent" as a designation to appear on the ballot.**

(e) "Appointed incumbent" if you were appointed to your current elective public office and seek election to the same office.

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 initials (7) separating words in your ballot designation for separate principal profession(s), vocation(s), or occupation(s) (collectively known as "PVOC"), complete a justification section for each separate PVOC.

(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.

Rev 1/2021

Complete the following forms prior to coming in to complete your Declaration of Candidacy:

- FPPC Form 501 and/or Form 470
- FPPC Form 700
- Ballot Designation Worksheet
- Candidate Statement for the Voter Information Guide (if filing one)

This will help ensure that your filing process is completed as smoothly as possible.

While not required, it is recommended that you schedule an appointment to complete the Declaration of Candidacy forms. <sup>10</sup>

# 2022-2023 Statement of Economic Interests



## Form 700

A Public Document

### Table of Contents

Quick Start Guide .....	p.2
Who? Where? How? When? .....	p.3
Types of Statements .....	p.4
Cover Page and Schedules .....	
Cover Page .....	p.5
Schedule A-1 ( <i>Investments</i> ) .....	p.7
Schedule A-2 ( <i>Business Entities/Trusts</i> ) .....	p.9
Schedule B ( <i>Real Property</i> ) .....	p.11
Schedule C ( <i>Income</i> ) .....	p.13
Schedule D ( <i>Gifts</i> ) .....	p.15
Schedule E ( <i>Travel Payments</i> ) .....	p.17
Restrictions and Prohibitions .....	p.19
Q & A .....	p.20

**Helpful Resources**

- Video Tutorials
- Reference Pamphlet
- Excel Version
- FAQs
- Gift and Travel Fact Sheet for State and Local Officials

### California Fair Political Practices Commission

1102 Q Street, Suite 3000 • Sacramento, CA 95811  
Email Advice: [advice@fppc.ca.gov](mailto:advice@fppc.ca.gov)  
Toll-free advice line: 1 (866) ASK-FPPC • 1 (866) 275-3772  
Telephone: (916) 322-5660 • Website: [www.fppc.ca.gov](http://www.fppc.ca.gov)

December 2022

The image shows two overlapping forms from the California Fair Political Practices Commission. The top form is the 'Candidate Intention Statement' (Form 501), which includes a 'Check One' section for 'Initial' or 'Amendment' and a 'Date Stamp' box. The bottom form is the 'Officeholder and Candidate Campaign Statement - Short Form' (Form 470), which includes sections for 'Statement Covers Calendar Year 20...', 'Officeholder or Candidate Information', 'Office Sought or Held', 'Committee Information', and 'Verification'. The verification section contains a declaration: 'I declare under penalty of perjury that to the best of my knowledge I anticipate that I will receive less than \$2,000 and that I will spend less than \$2,000 during the calendar year and that I have used all reasonable diligence in preparing this statement. I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.' Both forms include contact information for the FPPC at the bottom right.

- ▶ The Elections Department cannot provide guidance on how to complete FPPC Form 501/470 and 700
- ▶ You can contact the FPPC either by e-mail or phone for questions:
  - E-mail: [advice@fppc.ca.gov](mailto:advice@fppc.ca.gov)
  - Phone: 1-866-ASK-FPPC (1-866-275-3772 option 1) Monday - Thursday 9 A.M. - 11:30 A.M.
- ▶ You can also seek the advice of legal counsel.

# Ballot Designation

What is a Ballot Designation?

On the ballot, just below their name, California law allows each person running for an office a designation - a short description of the candidate's principal profession/vocation/occupation.

County Supervisor, 5th District Supervisor del Condado, Distrito 5 Vote for One / Vote por Uno	
<input type="radio"/>	<b>ROBERT THAYER</b> Undersheriff, Kings County Subsheriff, Condado de Kings
<input type="radio"/>	<b>RICHARD LEE FAGUNDES</b> Incumbent Titular
<input type="radio"/>	<b>TYLER MICHAEL PEPE</b> Small Businessman Microempresario
<input type="radio"/>	<b>ADAM MEDEIROS</b> Kings County Board of Education, Governing Board Member Comité Educativo del Condado de Kings
<input type="radio"/>	Write-In Por Escrito



# What can I use for my designation?

Candidates have 4 options when selecting a ballot designation:

- ▶ The official title of your current elective office.
- ▶ The word “Incumbent” if you are the current office holder.
- ▶ The word “Appointed” along with option 1 or 2. This is required if you were appointed to a vacancy, rather than being elected or appointed-in-lieu of election.
- ▶ Your principal profession, vocation, or occupation. This must be your current job, one you have had within the last year, or one from which you retired from.
  - ▶ You may use only 3 words. Hyphenated words found in a standard dictionary and California geographical names count as one word.

The ROV will approve or deny designations per California Elections Code 13107 and California Code of Regulations 20710-20719.



# Completing the Ballot Designation Worksheet:

All fields must have data. Use "N/A" for data that does not apply to you.

Section 1 is your information (Name, Office running for, etc.)

Section 2 you complete if you have legal representation or another authorized person making decisions on your behalf. Input "N/A" if you do not have legal representation or another authorized agent.

Section 3 is where you place your proposed designations. You can provide up to 3 separate designations. If a designation is rejected by the ROV the first alternate will be reviewed for approval.

If your proposed designation includes your principal profession, vocation, or occupation, place your initials on the line.

Please mark if you would like masculine or feminine translations to be used for your designation if there are equivalents available from translators. If left blank, the masculine translation will be used for uniformity purposes.



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 DOCUMENT.

Candidate Information	1	Candidate Name:			
	Office:		Email:		
	Home Address:				
	Mailing Address:				
	Business Address:				
	Phone Number(s) Business:		Home/Mobile:		Fax:

Attorney or Other Authorized Person 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:				

If your proposed ballot designation is pursuant to Elections Code § 13107(a)(3):

The professions, vocations or occupations relied upon to support my proposed ballot designation(s) constitute my primary, main or leading professions, vocations or occupations. Initial \_\_\_\_\_

Translation of Proposed Designation: Gender specific translations will default to the masculine form for uniformity in translation unless you specify otherwise:  Masculine  Feminine

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. (Note: It is not necessary to provide copies of Certificates of Election if you are currently a seated member for a voter-nominated office).
- (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.





# Completing the Ballot Designation Worksheet:

Complete sections A and B if you have entered alternate ballot designations in section 3.

Again, if you have multiple professions, vocations, occupations listed, you must provide justification and a contact person for use of for EACH one.

If you do not have alternate ballot designations, please initial the top of the page.



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 1 <sup>st</sup> 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 2 <sup>nd</sup> 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 3 <sup>rd</sup> 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 1 <sup>st</sup> 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 2 <sup>nd</sup> 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 3 <sup>rd</sup> 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: _____	

## Step 3) Declaration of Candidacy Appointment



▶ What to bring with you:

- Your current, valid photo ID.
- Your completed FPPC Form 501 and/or Form 470.
- Your completed FPPC Form 700.
- Your completed Ballot Designation Worksheet, if requesting one.
- Your Candidate Statement with a wet signature.\*
- Your fee for your Candidate Statement.\*



\*Only applicable if filing a Candidate Statement.

The Elections Department accepts payments in the following methods:

Cash  
Check  
Money Order  
Credit or Debit

The preferred method is check made payable to "Kings County Elections Dept".

# Forms at your appointment:

- The Declaration of Candidacy
  - We will go over each box on the form and give you the Oath of Office.
  - A current, valid photo ID is required for us to complete the form.
- Candidate Statement
  - If you are filing a Candidate Statement for the Voter Information Guide, you will complete and sign this form.
  - Payment will be due along with a printed copy of your statement with a wet signature.
  - Please e-mail a copy of the statement in word format to: [elections@countyofkings.com](mailto:elections@countyofkings.com)
  - We will print your statement EXACTLY as it is provided. Be sure to proof your statement carefully before submitting.

**County of Kings**  
**DECLARATION OF CANDIDACY**  
**Nonpartisan Offices**  
November 8, 2022 General Election (Elections Code §§ 20, 200, 8002.5, 8020, 8040, 8121, 8140, 13105)

<p style="font-size: small;">Official Filing Form</p> <p style="text-align: center;">Elections Official</p> <p>By: _____</p> <p>Date Issued: _____</p>	<p style="text-align: center;">Elections Official</p> <p>By: _____</p> <p>Date Received: _____</p>	<p>Filed in County of: <u>KINGS</u></p> <p style="text-align: center;">County of Kings Official</p>
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For Elections Official and County Election Official USE ONLY

**County of Kings**  
**Candidate Statement of Qualifications**  
(Elections Code Sections 13307, 13308, 13309, 13311)

I, \_\_\_\_\_, candidate for \_\_\_\_\_, wish to file a Candidate Statement for the General Election to be held on November 8, 2022. I understand that the cost of the candidate statement is the responsibility of the CANDIDATE and that the Name, Age, and Occupation of the CANDIDATE will be printed at no additional charge.

Candidate Name: \_\_\_\_\_ Age: \_\_\_\_\_

Occupation: \_\_\_\_\_  
(Occupation not subject to ballot designation 3 word limitation - If left blank, nothing will be printed)

INSTRUCTIONS IF YOU WISH TO FILE A CANDIDATE STATEMENT OF QUALIFICATIONS

**Statement of Qualifications Guidelines**

The statement may include a brief description of not more than 200 words of your education and qualifications. The statement shall be limited to a recitation of the candidate's own personal background and qualifications. The statement shall not, in any way, make reference to other candidates for office or to another candidate's qualifications, character, or activities.

**How to submit your Statement of Qualifications:**

Please email a word document version of your Candidate Statement to: [Elections@Countyofkings.com](mailto:Elections@Countyofkings.com) with ATTN: CANDIDATE STATEMENT in the subject line. Please note that your statement will be printed exactly as submitted by you. As such, we ask that you **Carefully check your statement for errors in spelling, punctuation and grammar before filing.**

**Deadline & Due Dates**

The Statement of Qualifications must be filed the City Official at the same time that the oath of office is administered and Declaration of Candidacy is accepted. Payment and a copy of the Statement of Qualifications must be presented with an original signature at this time.

\_\_\_\_\_ I DO NOT WISH TO FILE A STATEMENT OF QUALIFICATIONS

INITIAL \_\_\_\_\_

\_\_\_\_\_

Candidate Signature

\_\_\_\_\_

Date

Candidate Copy

# Forms at your appointment:

- The Code of Fair Campaign Practices
  - This form states you will run a clean and truthful campaign.
  - You also agree to stick to the issues of the election and not personally attack or allow someone on your behalf to attack your opponents.
  - This form is optional, and you do not have to sign it. However, this form becomes part of the public record, including if you declined to sign it.
- FPPC Information Acknowledgement
  - This form states that you are responsible for any FPPC filings that apply to you and your campaign.
  - The Elections Department will not be responsible to ensure you meet the filing deadlines.
  - Failure to file documents on time could result in regulatory fines from the FPPC.



California Secretary of State  
**CODE OF FAIR CAMPAIGN PRACTICES**  
 (Elections Code § 20440)

There are basic principles of decency, honesty, and fair play which every candidate for public office in the State of California has a moral obligation to observe and uphold in order that, after vigorously contested but fairly conducted campaigns, our citizens may exercise their constitutional right to a free and untrammelled choice and the will of the people may be fully and clearly expressed on the issues.

THEREFORE:

- (1) I SHALL CONDUCT my campaign openly and publicly, discussing the issues as I see them, presenting my record and policies with sincerity and frankness, and criticizing without fear or favor the record and policies of my opponents or political parties that merit this criticism
- (2) I SHALL NOT USE OR PERMIT the use of char on any candidate or his or her personal or famil
- (3) I SHALL NOT USE OR PERMIT any appeal to r religious creed, color, national origin, ancestry, sexual orientation, sex, including gender identit Code, or association with another person who h 12940 of the Government Code.
- (4) I SHALL NOT USE OR PERMIT any dishonest system of free elections, or that hampers or pre intended to hinder or prevent any eligible perso
- (5) I SHALL NOT coerce election help or campaign
- (6) I SHALL IMMEDIATELY AND PUBLICLY REPL behalf of my candidacy or in opposition to that c responsibility to take firm action against any sut elections.
- (7) I SHALL DEFEND AND UPHOLD the right of e process.

I, the undersigned, candidate for election to public offic making any independent expenditures, hereby voluntar campaign in accordance with the above principles and:

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date



County of Kings  
**FPPC Information Acknowledgment**

## California Fair Political Practices Commission Information Acknowledgement Form

I, \_\_\_\_\_, acknowledge to the County of Kings that I may have filing obligations according to the Fair Political Practices Commission (FPPC), depending upon the financial activity of my campaign.

The Kings County Elections Department will provide Form 700 to all required candidates. The Elections Department will also provide, **upon request**, any other forms necessary for filing. I understand that it is my responsibility to ascertain which other FPPC forms I may be required to complete. It is also my responsibility to submit those forms to the location(s) prescribed by the FPPC prior to the deadlines set forth by the FPPC.

Any questions about potential filing obligations can be directed to:



California  
 Fair Political Practices Commission

Toll Free : 1-866-275-3772 (Per FPPC Website, advice is available Monday thru Thursday 9 AM-11:30 AM)  
 Fax : 1-916-322-0886  
 E-mail: [Advice@fppc.ca.gov](mailto:Advice@fppc.ca.gov)  
 Website: [www.fppc.ca.gov](http://www.fppc.ca.gov)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



## Step 4) Complete Your Nominations Petition







Signatures must be from registered voters who are eligible to vote for that office (i.e., your constituents). Any other signatures will be invalid and will not count towards your nominations.

Section 2 MUST be completed by the person who gathered the signatures (circulator) on the petition page. Note the petition circulator must be 18 years of age or older.

If the form is not printed double-sided or section 2 is not completed, the signatures on this petition form will be invalid.

All Nomination signature documents must be turned into the Elections Office by 5:00 P.M. on August 9.

If you do not have enough valid signatures to qualify after August 9, you CANNOT be a candidate.

# GET YOUR NOMS IN EARLY

PRECINCT (to be entered by Elections Official)	NAME	RESIDENCE (As Registered - No P.O. BOX)	VERIFICATION (to be entered by Elections Official)
	Print: 9	Residence Address ONLY:	
	Signature:	City or Town:	
	Print: 10	Residence Address ONLY:	
	Signature:	City or Town:	

**2** Affidavit of Circulator (to be completed in circulator's own hand)

I, \_\_\_\_\_, Print Name solemnly swear (or affirm) all of the following:

- That I am 18 years of age or older.
- That my residence address, including street and number, is \_\_\_\_\_  
[If no street or number exists, a designation of my residence adequate to readily ascertain its location is: \_\_\_\_\_.]
- That the signatures on this section of the nomination paper were obtained between \_\_\_\_\_, 20\_\_\_\_  
Month and Day  
and \_\_\_\_\_, 20\_\_\_\_; that I circulated this section and I witnessed the signatures on this section  
Month and Day  
of the nomination paper being written; and that, to the best of my information and belief, each signature is the genuine signature of the person whose name it purports to be.

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ X   
Signature of Circulator

**3** Notary Public or Other Officer

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California  
County of \_\_\_\_\_

Subscribed and sworn to (or affirmed) before me on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_,  
by \_\_\_\_\_, proved to me on the basis of satisfactory evidence to be the person(s) who  
appeared before me.

(Seal) Signature \_\_\_\_\_

Examined and certified by me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.  
County Elections Official \_\_\_\_\_

**(TO BE ENTERED BY ELECTIONS OFFICIAL AFTER VERIFICATION)**

Number of Valid Signatures on this Section: \_\_\_\_\_

Date: \_\_\_\_\_

By: \_\_\_\_\_

**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 nomination paper in his or her possession that is entitled to be filed under the provisions of the Elections Code. (Elections Code § 18202.)

# FPPC FILING

It is up to the candidate or candidate's committee to ensure that the necessary forms are filed on time with the FPPC. Questions regarding FPPC filing requirements should be directed to the FPPC or your legal representation.

- E-mail: [advice@fppc.ca.gov](mailto:advice@fppc.ca.gov)
- Phone: 1-866-ASK-FPPC (1-866-275-3772 option 1)  
Monday - Thursday 9 A.M. - 11:30 A.M.

# The following are the most common FPPC filing forms

- ▶ Form 410 – Statement of Organization, Recipient Committee

- ▶ Who Files: Persons (including an officeholder or candidate), organizations, groups, or other entities that raise or spend money from others totaling \$2,000 or more in a calendar year to spend on California elections. They must register with the Secretary of State and report all receipts and expenditures. “Contributions” include monetary payments, loans and non-monetary goods and services received or made for a political purpose.

- ▶ Form 460 – Campaign Disclosure Form

- ▶ Who Files: All recipient committees must file a 460. The form provides a detailed overview of the committee's financial activities, including contributions taken in and expenses paid out.

- ▶ Form 470 – Officeholder and Candidate Campaign Statement – Short Form

- ▶ Who Files: Candidates who do not raise or spend \$2,000 or more (or anticipate raising or spending \$2,000 or more) in 2024 and do not have an open committee may file Form 470. If the candidate raises or spends \$2,000 or more later during the calendar year, a Form 470 Supplement and a Form 410 must be filed.

- ▶ Form 497 – 24-hour/10-day Contribution Report

- ▶ Who Files: Candidates and certain committees that make or receive contributions in the total sum of \$1,000 or more in the 90 days before or on the date of an election. Note that the form is due within 24 hours of hitting the \$1,000 threshold.

- ▶ Form 501 – Candidate Intention Statement

- ▶ Who Files: Candidates who intend to raise or spend money with the exception of filing and statement fees paid from the candidate’s personal funds.

All FPPC Filing forms are public records and will be made available online after personally identifying information has been redacted.

# FPPC SCHEDULE: Local Candidates and their Controlled Committees

All forms, except for Form 410, should be filed with the County Elections Office.

Form 410 should be filed with the FPPC directly and the filing officer responsible for your office.

Deadline	Period Covered	Form	Notes
Jan 31, 2024 (Semi-Annual)	* - 06/30/2024	460	<ul style="list-style-type: none"> <li>All committees must file this statement.</li> </ul>
Within 10 Business Days	Ongoing	410	<ul style="list-style-type: none"> <li>File within 10 business days of receiving more than \$2,000 in contributions from all sources. You can also file before receiving the \$2,000 in contributions.</li> <li>A \$50 fee made payable to the Secretary of State must be made once you have crossed the \$2,000 threshold.</li> <li>Mail the form to the State and provide a copy to the Elections Office.</li> </ul>
Within 24 hours (Election Cycle Reports)	08/07/2024 - 11/05/2024	497	<ul style="list-style-type: none"> <li>File if a contribution of \$1,000 or more in the aggregate is received from a single source.</li> <li>File if a contribution of \$1,000 or more in the aggregate is made to or in connection with another candidate or measure listed on the November 5, 2024, ballot, or made to a political party committee.</li> <li>The recipient of a non-monetary contribution of \$1,000 or more in the aggregate must file a Form 497 within 48 hours from the time the contribution is received.</li> <li>File by personal delivery, e-mail, guaranteed overnight service, or fax.</li> </ul>
September 26, 2024 (1st Pre-Election)	7/1/2024 - 9/21/2024	460 or 470	<ul style="list-style-type: none"> <li>Each candidate listed on the ballot must file Form 460 or Form 470.</li> <li>File by personal delivery, e-mail, guaranteed overnight service, or fax.</li> </ul>
October 24, 2024 (2nd Pre-Election)	9/22/24 - 10/19/24	460	<ul style="list-style-type: none"> <li>All committees must file this statement.</li> <li>File by personal delivery, e-mail, guaranteed overnight service, or fax.</li> </ul>
January 31, 2025 (Semi-Annual)	10/20/24 - 12/31/24	460	<ul style="list-style-type: none"> <li>All committees must file Form 460 unless the committee filed termination Forms 410 and 460 before December 31, 2024.</li> </ul>

\*Period Covered: The period covered by any statement begins on the day after the closing date of the last statement filed, or January 1, if no previous statement has been filed.



## Local Candidate/Committee Checklist

### File Form 501 (Candidate Intention)

You must file [Form 501](#) before soliciting, raising or spending any money in connection with your election. The only exception to this requirement is if you use personal funds to pay a filing fee or ballot statement fee.

### Candidates Raising and Spending Less than \$2,000

#### File Form 470 (Officeholder and Candidate Campaign Statement Short Form)

The [Form 470](#) is filed by candidates who do not have a controlled committee and do not anticipate receiving or spending \$2,000 or more, including personal funds, in a calendar year. These candidates generally do not file a Form 410 or other campaign statements or reports related to their campaign unless they receive or anticipate receiving or spending \$2,000 or more.

### Candidates Raising \$2,000 or More

#### File Form 410 (Statement of Organization)

Once you receive or spend \$2,000 or more in a calendar year, you must file a [Form 410](#) as a recipient committee within 10 days of qualifying. File the original and one copy of the Form 410 with the Secretary of State and a copy with your local filing officer. The Secretary of State's address is on the Form 410.

#### Open a Campaign Bank Account

All monetary contributions (including all personal funds you use for your campaign) must be deposited in the campaign bank account before being spent. Never deposit campaign contributions in your personal bank account.

#### Committee Treasurer

The Act requires that every committee appoint a treasurer. The individual listed on the most recent Form 410 with the Secretary of State continues to be legally responsible until an amendment is filed to designate a new treasurer. Please note a candidate may act as his or her own treasurer.

#### File Campaign Statements

You must file campaign statements ([Form 460](#)) disclosing the committee's activity during a specified period. Please access the Commission's filing schedules to find the schedule that applies to you/your election. Committees are required to file campaign statements as well as other reports including semi-annual campaign statements until the committee terminates.

#### 24-Hour Reports

Within 90 days before the election, including the date of the election, if a committee receives a contribution(s) of \$1,000 or more from a single source, including loans from the candidate, the [Form 497](#) must be filed within 24 hours.

#### Local Campaign Contribution Limits

Make sure you are aware of any local contribution limits before accepting contributions.

#### After the Election

Following the election, your duty to file campaign statements continues until your committee terminates. In order to terminate, you must file a Form 460 with your local filing officer reporting a zero balance AND a Form 410 indicating the termination with the Secretary of State's Office and a copy with your local filing officer.

*This factsheet provides guidance and a general overview of the rules for campaigns, but it does not replace any requirements under the [Political Reform Act](#) or [Fair Political Practices Commission Regulations](#). Information here should be used in conjunction with a careful review of the applicable laws.*

The checklist shown here will be included with your candidate forms email.

This checklist provides guidance and a general overflow of the rules for campaigns but does not replace any requirements under the Political Reform Act or FPPC filing requirements.

Again, questions regarding FPPC filing requirements should be directed to the FPPC or your legal representation.





# Candidate Statement Fees



**COUNTY OF KINGS  
ELECTIONS DEPARTMENT**

1-800-289-9981 ext. 4401 / 559-852-4401  
FAX: (559) 585-8453

Lupe Villa  
Registrar of Voters  
1400 W. Lacey Blvd. Bldg. #7  
Hanford, California 93230  
Elections@CountyofKings.com

The Kings County Elections Departments Candidate Statement fee for the November 5, 2024, General Election is noted below. The fee is charged at the rate of \$0.089 per registered voter for that contest plus \$60.74 for personnel expenses. Due to the Master Fee Schedule, we are restricted in the total fee we may charge for county-wide offices, and it is noted on the spreadsheet. The Registered Voters per contest is based on the February 20, 2024, Report of Registration.

OFFICE	RV per contest	Estimate of Charge	
County-wide office	61,276	\$ 3,212.80	Per Master Fee Schedule
KC Board of Supervisors- District 5	14,244	\$ 1,328.46	
20th Congressional	29,696	\$ 2,703.68	
22nd Congressional	31,580	\$ 2,871.36	
Kings County Board of Education, Area 1	10,531	\$ 998.00	
Kings County Board of Education, Area 2	9,326	\$ 890.75	
Kings County Board of Education, Area 5	13,875	\$ 1,295.62	
Tulare County Board of Education, Area 5	14	\$ 61.99	
College of the Sequoias, Area 4	5,600	\$ 559.14	
State Center Community College, Area 3	191	\$ 77.74	
West Hills Community College, Area 3	4,584	\$ 468.72	
West Hills Community College, Area 4	7,620	\$ 738.92	
West Hills Community College, Area 5	2,553	\$ 287.96	
Corcoran Unified School District, Area 2	1,369	\$ 182.58	
Corcoran Unified School District, Area 4	1,222	\$ 169.50	
Laton Unified School District	116	\$ 71.06	
Reef-Sunset Unified School District, Area 1	499	\$ 105.15	
Reef-Sunset Unified School District, Area 2	533	\$ 108.18	
Reef-Sunset Unified School District, Area 3	499	\$ 105.15	
Reef-Sunset Unified School District, Area 4	576	\$ 112.00	
Reef-Sunset Unified School District, Area 5	750	\$ 127.49	
Riverdale Unified School District, Area 6	71	\$ 67.06	
Hanford Joint Union High School District, Area 2	5,803	\$ 577.21	
Hanford Joint Union High School District, Area 5	8,623	\$ 828.19	
Lemoore Union High School District, Area 4	3,423	\$ 365.39	
Lemoore Union High School District, Area 5	1,302	\$ 176.62	
Armona Elementary School District, Area 1	704	\$ 123.40	
Armona Elementary School District, Area 4	726	\$ 125.35	
Central Union School District, Area 1	577	\$ 112.09	
Central Union School District, Area 3	240	\$ 82.10	
Central Union School District, Area 4	142	\$ 73.38	
Hanford Elementary School District, Area 1	4,802	\$ 488.12	
Hanford Elementary School District, Area 3	4,306	\$ 443.97	

# CANDIDATE STATEMENT FEES

The required Candidate Statement fee is due at the time of your Declaration of Candidacy, if you are placing a Candidate Statement in the Voter Information Guide. If your race does not go to ballot, your fee will be refunded.

The fee is charged at the rate of \$0.089 per registered voter for that contest plus \$60.74 for personnel expenses. The Registered Voters per contest is based on the February 20, 2024, Report of Registration.

Please visit [www.votekingscounty.com](http://www.votekingscounty.com) for a list of all Candidate Statement fees.





# Data Information Requests

# Candidates and other entities can purchase certain voter information data, such as walking lists and county voter files, from the Elections Department.

- ▶ Purchasers are required to complete a Data Information Application.
- ▶ The application can be downloaded from our website, but it must be returned to the office with a **WET** signature (in person or via courier delivery). E-mailed applications **will not be accepted**.
- ▶ Payment for the data **must be provided** when the application is dropped off.
- ▶ The application will be reviewed by the Elections Supervisor and ROV for completeness and compliance with Election Code.
- ▶ If the application is not approved, a letter explaining why along with the application and the payment will be returned to the requestor. They are welcome to resubmit the application after the deficiencies are corrected.
- ▶ Common reasons for application rejections include:
  - ▶ Applications not filled out entirely or incorrectly.
  - ▶ Applications for data are too vague.
  - ▶ Information regarding how data will be kept secure is missing.
  - ▶ Payment is for the incorrect amount.
  - ▶ Supporting documents are missing.
- ▶ We only need the application pages (first 2 pages) returned. The Election Code and Cyber Security Tips are required by law to be given to you for your reference.



COUNTY OF KINGS
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Hanford California 93230
Elections@CountyofKings.com

APPLICATION FOR VOTER REGISTRATION INFORMATION

This Application is made pursuant to California Elections Code §2188. It consists of six (6) pages and includes a Use Agreement as an integral part. It must be completed to the satisfaction of the Kings County Registrar of Voters and payment for Voter Registration Information received at the time the application is returned. The information provided is subject to verification. This Application shall be submitted in person or by U.S. Mail or other delivery/courier service. Responses must be printed or typed. Applications that are emailed or faxed will not be accepted. The Elections Department will not provide technical support for interpreting data. The Elections Department will require a minimum of 3-5 business days to process the data once an application is approved. Applications will be processed on a first come first served basis.

Form fields for Applicant's Full Name, Name of Organization, Email Address, Phone Number, Applicant's Home Address, City, State, Zip, and Organization Business Address.

Voter Information section with checkboxes for Voter File, Walking List, Voter Labels, and Candidate Contact List, each with a description of the data provided.

\*Please specify if you would like countywide data, specific district(s), or specific precinct(s):
Includes checkboxes for Countywide, District(s), Area(s), Include Voter History, Past 5 Elections, and Election Date(s).

Data Extracts section with checkboxes for Absentee Voter List Daily, Absentee Voter List Cumulative, Challenged Voter list, and Precinct to District Export.

Other Requests (Explain in detail below. Attach additional sheets if necessary) section with a large empty box for text.

Choose Format and Delivery Options section with checkboxes for Paper Report, Digital Report, and various delivery methods like E-mail, In-Person Flash Drive, In Person, and Certified Mail.

Be sure this box is completed. If the requestor represents a group, the name of the group and a business address for the group must be provided as well.



Select the type of data file you would you would like.



If you want a specific district, please note it here. Same goes with Election History. We can provide party specific data for either one party or all parties per report. If you want party specific data for multiple parties (example: "Lib and NPP" or "all Parties except Green") you must purchase a separate list for each party.



Select how you would like to receive your data file (electronic or paper). If you would like your data file on a USB Drive, you must pick it up in person.







QUESTIONS?





# Thank You

Kings County Elections Department  
1400 W. Lacey Blvd.  
Hanford

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