

**Fair Political Practices Commission
Filing Schedule for
Candidates and Controlled Committees for Local Office
Being Voted on November 6, 2018**

Deadline	Period	Form	Notes
Jul 31, 2018 <i>Semi-Annual</i>	* – 6/30/18	460	<ul style="list-style-type: none"> All committees must file Form 460.
Within 24 Hours <i>Contribution Reports</i>	8/8/18 – 11/6/18	497	<ul style="list-style-type: none"> File if a contribution of \$1,000 or more in the aggregate is received from a single source. File if a contribution of \$1,000 or more in the aggregate is made to <i>another</i> candidate or measure being voted upon November 6, 2018. The recipient of a non-monetary contribution of \$1,000 or more must file a Form 497 within 48 hours from the time the contribution is received. File by personal delivery, e-mail, guaranteed overnight service, fax or online, if available.
Sep 27, 2018 <i>1st Pre-Election</i>	7/1/18 – 9/22/18	460 or 470	<ul style="list-style-type: none"> Each candidate listed on the ballot must file Form 460 or Form 470 (see below).
Oct 25, 2018 <i>2nd Pre-Election</i>	9/23/18 – 10/20/18	460	<ul style="list-style-type: none"> All committees must file Form 460. File by personal delivery, guaranteed overnight service or online, if available.
Jan 31, 2019 <i>Semi-Annual</i>	10/21/18 – 12/31/18	460	<ul style="list-style-type: none"> All committees must file Form 460 unless the committee filed termination Forms 410 and 460 before December 31, 2018.

Additional Notes:

- *** Period Covered:** The period covered by any statement begins on the day after the closing date of the last statement filed, or January 1, if no previous statement has been filed.
- **Local Ordinance:** Always check on whether additional local rules apply.
- **Deadline Extensions:** Deadlines are extended when they fall on a Saturday, Sunday, or an official state holiday. This extension does not apply to the deadline for a Form 497 due the weekend before the election, or to any Form 496. Such reports must be filed within 24 hours regardless of the day of the week. Statements filed after the deadline are subject to a \$10 per day late fine.
- **Method of Delivery:** All paper filings may be filed by first class mail unless otherwise noted. A paper copy of a report may not be required if a local agency requires online filing pursuant to a local ordinance.
- **Form 501:** All candidates must file Form 501 (Candidate Intention Statement) before soliciting/receiving contributions.

Fair Political Practices Commission

- **Form 460:** Candidates who have raised/spent \$2,000 or more file the Form 460. The Form 410 (Statement of Organization) must also be filed once \$2,000 or more has been raised/spent.
- **Form 470:** Candidates who do not raise or spend \$2,000 or more (or anticipate raising or spending \$2,000 or more) in 2018 and do not have an open committee may file Form 470 on or before September 27, 2018. If, later during the calendar year, a campaign committee must be opened, a Form 470 Supplement and a Form 410 must be filed.
- **After the Election:** Reporting requirements will depend on whether the candidate is successful and whether a campaign committee is open. See [Campaign Disclosure Manual 2](#) for additional information.
- **Public Documents:** All forms are public documents. Campaign manuals and instructional materials are available at www.fppc.ca.gov. Click on Learn, then Campaign Rules.
- **Independent Expenditures:** Committees making independent expenditures totaling \$1,000 or more to support or oppose other candidates or ballot measures also file:
 - [462](#): This form must be e-mailed to the FPPC within 10 days.
 - [496](#): This form is due within 24 hours if made in the 90-day, 24-hour reporting period of the candidate's or measure's election. Refer to the applicable filing schedule. Form 496 is filed with the filing officer in the jurisdiction of the affected candidate or measure.
- Click [here](#) to view a video on basic information for candidates and committees.

**Fair Political Practices Commission
Filing Schedule for
Committees Primarily Formed to Support/Oppose Local Candidates
Being Voted on November 6, 2018**

Deadline	Period	Form	Notes
Jul 31, 2018 <i>Semi-Annual</i>	* – 6/30/18	460	<ul style="list-style-type: none"> All committees must file this report.
Within 10 Days <i>Independent Expenditure Verification</i>	Ongoing	462	<ul style="list-style-type: none"> Committees making independent expenditures must file this form with the FPPC. Email only – no paper copy. Committees file only one Form 462 per election for each candidate or measure supported or opposed by an independent expenditure.
Within 24 Hours <i>Contribution/Independent Expenditure Reports</i>	8/8/18 – 11/6/18	496 497	<ul style="list-style-type: none"> 496: File if an independent expenditure of \$1,000 or more in the aggregate is made. 497: File if a contribution of \$1,000 or more in the aggregate is received from a single source. 497: File if a contribution of \$1,000 or more in the aggregate is made to a candidate or measure being voted upon November 6, 2018 or to a political party committee. The recipient of a non-monetary contribution must file a Form 497 within 48 hours from the time contribution is received. File by personal delivery, e-mail, guaranteed overnight service, fax or online, if available.
Sep 27, 2018 <i>1st Pre-Election</i>	7/1/18 – 9/22/18	460	<ul style="list-style-type: none"> All committees must file this report.
Oct 25, 2018 <i>2nd Pre-Election</i>	9/23/18 – 10/20/18	460	<ul style="list-style-type: none"> All committees must file this report. File by personal delivery, guaranteed overnight service or online, if available.
Jan 31, 2019 <i>Semi-Annual</i>	10/21/18 – 12/31/18	460	<ul style="list-style-type: none"> All committees must file this report unless the committee filed termination Forms 410 and 460 before December 31, 2018.

Additional Notes:

- * **Period Covered:** The period covered by any statement begins on the day after the closing date of the last statement filed, or January 1, if no previous statement has been filed.
- Local Ordinance:** Always check on whether additional local rules apply.

Fair Political Practices Commission

- **Deadline Extensions:** Deadlines are extended when they fall on a Saturday, Sunday, or an official state holiday. This extension does not apply to the deadline for a Form 497 due the weekend before the election, or to any Form 496. Such reports must be filed within 24 hours regardless of the day of the week. Statements filed after the deadline are subject to a \$10 per day late fine.
- **Method of Delivery:** All paper filings may be filed by first class mail unless otherwise noted. A paper copy of a report may not be required if a local agency requires online filing pursuant to a local ordinance.
- **Public Documents:** All forms are public documents. Campaign manuals and instructional materials are available at www.fppc.ca.gov. Click on Learn, then Campaign Rules.
- **Multipurpose Organizations (including non-profits):** A multipurpose organization that uses its general dues account to make contributions or expenditures may qualify as a major donor or independent expenditure committee and may be required to report payments on Campaign Form 461. Such an organization will qualify as a recipient committee if expenditures exceed \$50,000 in a 12-month period or \$100,000 in four consecutive calendar years. An organization that qualifies as a recipient committee may need to file reports disclosing contributors. See the [Campaign Reporting Rules for Multipurpose Organizations fact sheet](#) for complete instructions.