

Running For Office



MARK A. LUNN

Clerk Recorder/Registrar of Voters

Ventura County Elections Division
800 South Victoria Avenue
Ventura, CA 93009-1200
(805) 654-2664 • venturavote.org


Step 1 - Research

Before the nomination period opens, research offices you may be interested in running for. Visit venturavote.org or contact the Elections Division to learn about:

- ❖ What offices are coming up for election
- ❖ Qualifications, fees, and filing requirements
- ❖ Filing dates and deadlines

Important! Before accepting any contributions or spending any money on your campaign, contact the Elections Division to find out about campaign finance disclosure requirements.

**CANDIDATE INFORMATION GUIDE
PRESIDENTIAL GENERAL ELECTION
NOVEMBER 8, 2016**



MARK A. LUNN
Clerk Recorder/Registrar of Voters

Tracy D. Saucedo
Assistant Registrar of Voters

Elections Division
Hall of Administration
800 South Victoria Avenue
Ventura, California 93009
(805) 654-2664
8:00 a.m. - 5:00 p.m.
<http://venturavote.org>

Step 2 - Petition In Lieu of Filing Fee (Optional)

A candidate may submit a petition containing signatures of registered voters in-lieu of paying the filing fee in order to run for office. The signatures submitted may cover all or a portion of the filing fee. Any registered voter may sign an in-lieu filing fee petition for any candidate for whom he or she is eligible to vote.

<small>Official Filing Form</small> <small>County Election Official</small> By: _____ Date Signed: _____	<small>Filed in County of</small> <small>County Election Official</small> By: _____ Date Received: _____	_____ <small>(Remainder of Form On Other)</small>
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Petition In Lieu of Filing Fee
For use in PRIMARY ELECTIONS for
 Voters-Nominatee and Nominating Offices
 (Elections Code §§ 100, 104, 8041, 8061, 8106; Code of Civil Procedure § 2013.5)

I, the undersigned signer for _____ candidate for the nomination to the office of _____ to be voted for at the **Presidential Primary Election** to be held on **June 3, 2014**, hereby assert as follows:

I am a resident of _____ County and am registered to vote at the address shown on this paper. I am not at this time a signer of any other petition in lieu of filing fee of any other candidate for the above-named office.

My residence is correctly set forth after my signature hereto:

PRECEDENCE <small>(To be entered by the circulator)</small>	NAME	RESIDENCE	VERIFICATION <small>(To be entered by the circulator)</small>
Print 1 Sign	_____	Residence Address ONLY _____ City or Town _____	
Print 2 Sign	_____	Residence Address ONLY _____ City or Town _____	
Print 3 Sign	_____	Residence Address ONLY _____ City or Town _____	
Print 4 Sign	_____	Residence Address ONLY _____ City or Town _____	
Print 5 Sign	_____	Residence Address ONLY _____ City or Town _____	

Please Complete Affidavit of Circulator on Reverse Side

NOTE: Signatures on this form may be applied toward nomination signature requirements pursuant to Elections Code section 8061.

Step 3 - Declaration of Intention (Judicial Offices Only)

A Declaration of Intention must be filed for all candidates for the office of Superior Court Judge. Nomination Documents will not be issued to candidates for this office unless a Declaration of Intention has been filed.

A non-refundable filing fee must be paid by the candidate at the time the Declaration of Intention is filed.

<p style="text-align: center; font-size: small;">Official Filing Form</p> <p style="text-align: center;">MARK A. LUNN <small>County Clerk/Registrar of Voters</small></p> <p>By: _____ Date: _____ Date Issued: _____</p>	<h2 style="margin: 0;">Declaration Of Intention</h2> <p style="margin: 0;">To Become a Candidate for JUDICIAL Office (Elections Code Section 8023)</p>	<p style="text-align: center; font-size: x-small;">(OFFICIAL USE ONLY)</p>
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Contest ID: «ContestID»
Candidate ID: «CandidateID»

I, «CandFullName», hereby declare my intention to become a candidate for the office of «OfficeAbbr1», Office «OfficeAbbr2» at the «ElectionDate», «ElectionDesc».

Residence Address: «ResidenceAddr1» _____
(If requested, indicate verified and do not print residence) «ResidenceAddr2» _____
City State Zip Code

Mail or Business Address: «MailAddr1» _____
City State Zip Code

Telephone: «Phone» _____ «AltPhone» _____
Area Code Daytime Area Code Evening

FAX and E-Mail: «FaxNo» _____ «EmailAddress» _____
Area Code FAX E-Mail

Candidate Signature: _____

Filed in the office of the County Clerk/Registrar of Voters of the County of «CountyName», this «LegalDate»

By: _____
Elections Official

NOTE: For judicial offices, the Declaration of Intention shall be filed with the elections official in which the candidate's nomination papers are required to be filed. The declaration shall be filed not more than 14 nor less than 5 days prior to the first day on which nomination papers may be presented for filing; however, if the incumbent of a judicial office fails to file a Declaration of Intention by the end of such period, persons other than the incumbent may file Declarations of Intention no later than the first day for filing nomination papers. (Elections Code Section 8023)

\\Veng\01\ems_socs\NomDocs\DOI - Judicial.doc

Step 4 - Pick Up Nomination Documents

Visit the Elections Division during the nomination period to pick up nomination documents. For offices requiring a filing fee, the fee must be paid before nomination documents are issued. Filing fees are non-refundable.

Depending on the office, you may need to provide proof of qualifications to receive nomination documents.

Elections staff will go over all of the paperwork required for filing and answer any questions you may have.

Tip - Pick up papers early in the nomination period to allow ample time to gather signatures and get ready to file.

Official Filing Form

Print in County of _____

County Election Official

By: _____

Date Issued: _____

County Election Official

By: _____

Date Received: _____

(Secretary of State Use Only)

Declaration of Candidacy

For use in PRIMARY ELECTIONS for
Voter-Nominated and Nonparty Offices
(Elections Code §§ 200, 8002.5, 8020, 8040, 8121, 13105)

I hereby declare myself a candidate for nomination to the office of _____
to be voted for at the Presidential Primary Election to be held on June 3, 2014, and declare the following to
be true.

My name is: _____

I request my name and ballot designation to appear on the ballot as follows:

Print Your Name for Use on the Ballot	Candidate initials if preferring no designation:
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Print Designation Requested

A ballot designation is optional. If one is requested, a completed BALLOT DESIGNATION worksheet must be submitted. If no ballot designation is requested, write the word "NONE" and initial in the box. (Elections Code §§ 13107, 13107.3)

NOTE: The Secretary of State (SOS) will publish one of the addresses below in the certified list of candidates and on the SOS website. Please check the appropriate box to indicate which address you wish to be used for this purpose. If no box is selected, the first address listed below will be used.

Mailing Address: _____
City: _____ State: _____ Zip Code: _____

Residence Address: (Required)
City: _____ State: _____ Zip Code: _____

Business Address: _____
City: _____ State: _____ Zip Code: _____

Telephone: () () () ()
Area Code Daytime Area Code Evening

FAX and E-mail: () () () ()
Area Code FAX E-mail

Website: _____

Step 5 - Prepare Forms for Filing

Nomination Paper

Many offices require a minimum number of signatures of registered voters within the jurisdiction of the office you are running for.

Official Filing Form

County Election Official

By: _____

Date Issued: _____

Print in County of _____

County Election Official

By: _____

Date Faced: _____

(Inventory of Item To Be Filed)

Nomination Paper

For use in PRIMARY ELECTIONS for
Vote Nominated and Nongarrison Offices
(Elections Code §§ 100, 8041, 8062, 8066, 8068, 8089; Code of Civil Procedure § 2015.5)

I, the undersigned signer for _____ for the nomination to the office of _____ to be voted for at the Presidential Primary Election to be held on June 3, 2014, hereby assert as follows:

I am a resident of _____ County and am registered to vote at the address shown on this paper. I am not at this time a signer of any other nomination paper of any other candidate for the above-named office.

My residence is correctly set forth after my signature hereto:

PRECINCT (To be entered by Candidate)	NAME	RESIDENCE	VERIFICATION (To be entered by Candidate)
1	Print _____	Residence Address ONLY _____	
	Sign _____	City or Town _____	
2	Print _____	Residence Address ONLY _____	
	Sign _____	City or Town _____	
3	Print _____	Residence Address ONLY _____	
	Sign _____	City or Town _____	
4	Print _____	Residence Address ONLY _____	
	Sign _____	City or Town _____	
5	Print _____	Residence Address ONLY _____	
	Sign _____	City or Town _____	

Please Complete Affidavit of Circulator on Reverse Side

Ballot Designation Worksheet

To have a ballot designation (such as an occupation or elected office title) printed under your name on the ballot, a Ballot Designation Worksheet must be submitted.

Ballot Designation Worksheet

Pursuant to California Elections Code Section 13107.3 and Section 20711 of the California Code of Regulations, this entire form must be completed, or it will not be accepted and you will not be entitled to a ballot designation. **DO NOT LEAVE ANY RESPONSE SPACES BLANK.** If information requested is not applicable, please write N/A in the space provided. Otherwise the information **MUST** be provided. Upon filing, this worksheet will be a public record.

Candidate Information

Candidate Name: _____

Office: _____

Home Address: _____ E-Mail: _____

Business Address: _____

Mailing Address: _____

Phone Number(s) Business: _____ Home/Mobile: _____ Fax: _____

Attorney Information

Attorney Name (or other person authorized to act in your behalf): _____

Address: _____

Home Address: _____ E-Mail: _____

Business Address: _____

Mailing Address: _____

Phone Number(s) Business: _____ Home/Mobile: _____ Fax: _____

Proposed Ballot Designation: _____

1st Alternative: _____

2nd Alternative: _____

You may select as your ballot designation:

- (a) Your current principal profession(s), vocation(s), or occupation(s) [maximum total of three words, separated by a "]
- (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 a different office
- (d) "Incumbent" if you were elected (or, if you are a Superior Court Judge, appointed) to your current public office and seek election to a new term
- (e) "Appointed Incumbent" if you were appointed to your current elective public office (other than Superior Court Judge) and seek election to a new term

In the space provided on the next page or on an attachment sheet, describe why you believe you are entitled to use the proposed ballot designation. Attach any documents or exhibits that you believe support your proposed ballot designation. If using the title of an elective office, attach a copy of your certificate of election or appointment. These documents will not be returned to you. **Do not submit originals.**

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

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Candidate Statement

Candidates have the option of submitting a statement to be published in the County Voter Information Guide. A deposit must be paid when the statement is filed.

Guidelines on content and format will be provided when nomination documents are issued.

CANDIDATE STATEMENT OF QUALIFICATIONS
For the Presidential Primary Election to be held on June 3, 2014.

Instructions to Candidate:

- Statements must be submitted on a CD as a text document or a Word document and provided to the official filing agent when filing the nomination documents. A paper copy of the Statement of Qualifications must also be filed along with the CD Statement of Qualifications.
- This statement may include your age.
- Prepare statements according to the following rules:
 - > Statement must be a recitation of candidate's own personal background and qualifications, and shall not in any way make reference to other candidates for that office or to another candidate's qualifications, character, or activities.
 - > Statement must be typed in upper and lower case.
 - > Statements which do not conform to the rules will be corrected by the elections official. Neither grammar nor spelling will be proofed or changed.

NO MORE THAN 200 WORDS. ESTIMATED COST: \$1,125.00 TO BE PAID BY: CANDIDATE
The estimated cost is an approximation based on multiple candidates filing statements and may be significantly higher or lower depending on the actual number of statements filed. Payment is required upon submission of your statement. A refund or invoice will be sent after the election.

**CANDIDATE FOR VENTURA COUNTY SUPERVISOR
THIRD SUPERVISORIAL DISTRICT**

Name: _____ Age: _____
Occupation: _____

SAMPLE

I have reviewed the above candidate statement and I understand no corrections or changes are allowed according to E. C. 13307.2) after it has been filed. I understand I am limited to a recitation of my own personal background & qualifications and shall not in any way make reference to other candidates for this office or to another candidate's qualifications, character, or activities. E. C. 13305. I also understand that the candidate statement is optional and it is not mandatory to file.

I certify under penalty of perjury that the candidate statement is true and correct to the best of my knowledge and belief.


Date _____ Signature of Candidate _____

I do not elect to file a statement as permitted by E. C. 13307. _____ Withdraw my candidate statement if no one files against me at the close of nomination.
Candidate sign here if ~~submitting~~ not to have a statement. _____ YES _____ NO
Candidate to Initial: _____

Form 700

Most offices require filing of a Statement of Economic Interests (FPPC Form 700). Specific requirements will depend on the Conflict of Interest Code for the office you are running for.

2012/2013
Statement of
Economic Interests



Form 700
A Public Document

Also available on the FPPC website:

- **Form 700 in Excel format**
- **Reference Pamphlet for Form 700**

California Fair Political Practices Commission
428 J Street, Suite 620 • Sacramento, CA 95814
Email Advice: advice@fppc.ca.gov
Toll free advice line: 1 (866) ASK.FPPC • 1 (866) 275-3772
Telephone: (916) 322-5600 • Website: www.fppc.ca.gov

December 2012

Step 6 - File

All documents (both mandatory and optional items) must be filed together at the same time.

All forms will be reviewed for completeness and a receipt will be issued.

If the office requires nomination signatures, the signatures turned in will be checked to verify that the candidate has the required number of valid signers.

Once all required paperwork is filed and signatures are verified, the candidate will be qualified to appear on the ballot.

Tip - Filing early in the nomination period will allow time to correct errors, complete missing paperwork, or gather additional signatures if needed.

No documents may be submitted after the deadline.

MARK A. LUNN
Clerk Recorder/Registrar of Voters
County of Ventura Elections Division

NOVEMBER 8, 2016 PRESIDENTIAL GENERAL ELECTION
CANDIDATE/AGENT GENERAL RECEIPT
(Elections Code §8020)

(File stamp)

The following item(s) were received on behalf of: _____
Candidate's Name

Candidate is filing in Ventura County for the office of: _____

REQUIRED ITEMS TO BE TURNED IN:

- Declaration of Candidacy form
- Nomination Petition
- Ballot Designation Worksheet
- Form 501
- Form 700 (Statement of Economic Interests)
- Check Sheet

OPTIONAL ITEMS TO BE TURNED IN:

- Candidate's Statement, check in the amount of \$ _____ Check No. _____
If Candidate Statement is submitted: Payment Agreement OR Waiver must be submitted.
Statement: _____ e-mailed _____ on CD
- Code of Fair Campaign Practices
- Form 470
- Application for Voter Registration Information
- Customer Information Request Order Form

Elections Official

Date