



## CANDIDATE STATEMENT FORM - NONPARTISAN OFFICES INFORMATION AND GUIDELINES

(Elections Code Sections 13307, 13308, 13311, and 13313)

**READ INFORMATION ON BACK OF FORM BEFORE SUBMITTING STATEMENT**

STATEMENT OF:

CANDIDATE FOR:

ELECTION DATE:

AGE:

OCCUPATION:

### PLEASE CONSIDER THIS INFORMATION BEFORE PURCHASING A CANDIDATE STATEMENT.

The Registrar-Recorder/County Clerk makes every effort to mail Sample Ballots/Candidate Statements as early as possible during the voting period and prior to the voters' receipt of their Vote By Mail ballots. However, this is not always possible due to the volume of material and the complexity of coordinating mail distribution. For mailing timelines and more information, see Section 1 Chapter 3 Page 31 of the Candidate Handbook and Resource Guide.

**GENERAL INFORMATION:** Filing of a statement is optional and applies to local nonpartisan offices. The elections official sends to each registered voter an Official Sample Ballot Booklet which contains the candidate statements prepared and submitted.

**FILING PERIOD:** Statement must be filed no later than the close of business hours on the last day of the candidate nomination period.

**WITHDRAWAL:** A candidate statement cannot be changed or revised once it is filed. A candidate statement may be withdrawn by 5 p.m. of the next business day after the last day to file the statement.

**CONTENTS:** Statement may include candidate's age and occupation and a 200 words description of the candidate's education and qualifications. Some jurisdictions increase the word limit to 400 words.

**FORMAT/WORD COUNT:** Please refer to the Candidate Handbook (Section 1 Chapter 3) for detailed information regarding format and word counting guidelines.

**RESTRICTIONS:** The candidate statement shall not include the party affiliation of the candidate nor reference any membership or activity in political organizations. Please refer to the Candidate Handbook (Section 1 Chapter 3) for more information.

### IMPORTANT NOTICE – PLEASE READ

**CANDIDATE STATEMENT ESTIMATED COST:** Please be advised that your **candidate statement will *only* appear online and **NOT** in the Official Sample Ballot Booklet, if you select ONLINE ONLY (English) under “ESTIMATED COST” in the estimated cost section located on page 4. You must select “Print & Online” for the statement to be printed in the Official Sample Ballot Booklet.**

**PUBLIC EXAMINATION PERIOD:** Candidate statements shall be confidential until the close of the nomination period. Once the nomination period closes, the statements are open to public examination for a ten (10) calendar day period. During the examination period, candidate listings, candidate statements, candidate names and ballot designations (or occupation) on ballot shall be open to public examination. Any person may file a writ of mandate or an injunction to challenge and possibly amend any or all of the material/data (E.C. 13313). If the filing period is extended for a particular office, the examination period for that office shall be adjusted. A fee may be charged to any candidate/person obtaining a copy of the material.

**CANDIDATES FILING IN SHARED DISTRICTS:** Your candidate statement must be filed with the county elections official in each county where you wish to have your statement printed (e.g., if you wish to have your statement printed in both Los Angeles and Ventura Counties, then you must submit one

(1) copy of your statement and the appropriate fee to each county where you intend to have your statement appear in the Official Sample Ballot Booklet).

**The elections official will not forward your candidate statement or estimated shared cost to neighboring counties.**

### FORMATTING INSTRUCTIONS FOR YOUR CANDIDATE STATEMENT:

Please type your statement in the **first column** using upper- and lower-case letters. The statement text will be typeset using font style Times New Roman, size 11-point or a comparable size and style determined by system requirements. We recommend you use Times New Romans, 11-point font when submitting your statement even though it will later be formatted to fit system requirements. The **second column** is for additional space for the candidate statement of a single Candidate who would like a two (2) column statement (within the word limit, if word limits apply) or the second column space will be populated with the next candidate statement by another Candidate in the Official Sample Ballot Booklet. The format and style of the candidate statement are in a column width (newspaper) style and the estimated cost of the candidate statement is derived from per column use.

**NOTE:** Spanish may be longer than the English version, so the statement may continue over into the second column for an estimated cost of two (2) columns. For more information, please contact the Election Planning Section at [electionplanning@rcc.lacounty.gov](mailto:electionplanning@rcc.lacounty.gov).



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**(Elections Code Sections 13307, 13308, 13311, and 13313)**  
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**[BEGIN STATEMENT HERE  
(1 COLUMN)]**

**[continue STATEMENT HERE  
(2 COLUMN)]**

STATEMENT OF:

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**[....continue STATEMENT HERE,  
if necessary ]**

**[....continue STATEMENT HERE,  
if necessary ]**

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**ESTIMATED COST**

The estimate is just an approximation of the actual cost that varies from one election to another election and may be significantly more or less than the estimate, depending on number of voter registration, the length and/or format of the statement submitted, printing cost, and if it is published online only. Accordingly, the elections official is not bound by the estimate and may, on a pro rata basis, bill the candidate for additional actual expense to or refund any excess paid depending on the final actual cost. In the event of underpayment, the elections official may require the candidate pay to the balance of the cost incurred. In the event of overpayment, the elections official shall prorate the excess amount among the candidates and refund the excess amount paid.

Pursuant to California law, the local agency has authorized a word maximum of  200 or  400, and requires that the estimated cost be paid by one of the following:

- In advance, by all candidates,  District will pay for all candidate statements,
- District will bill candidate after the election,  \_\_\_\_\_

The estimated cost of your printed English statement is \_\_\_\_\_.  
The estimated cost of your printed English & Spanish statement is \_\_\_\_\_.  
The estimated cost of an English Online Only Candidate Statement is \_\_\_\_\_. (Please be advised that your candidate statement will only appear online and NOT in the Official Sample Ballot Booklet, if you select ONLINE ONLY (English)).

NOTE: Cost is estimated on a per column basis for the printing of the Official Sample Ballot Booklet and by a standard fee for English Online Only Candidate Statements. The estimated cost may double, triple, or quadruple depending on your language selection(s) and/or statement formatting.

**I have read, understood, and enclosed the provisions contained on this form that includes pages 1 to 4, and read the Candidate Handbook and Resource Guide, and request that my statement as shown on pages 2 & 3 be printed as indicated:**

- A. Please mark (X) one box:  English  English & Spanish
- B. Please mark (x) one box:  Print & Online  Online Only (English)



\_\_\_\_\_  
Signature of Candidate

\_\_\_\_\_  
Date

\_\_\_\_\_  
Phone Number (Daytime)

\_\_\_\_\_  
Phone Number (Evening)

\_\_\_\_\_  
Email Address

**DO NOT PRINT THIS STATEMENT IN THE EVENT**

\_\_\_\_\_ There is no opposition to this contest on the ballot.

INITIALS

\_\_\_\_\_ No other candidate for this contest files a statement.

INITIALS

Verified filing of Declaration of Candidacy and/or Nomination Papers.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Election Official

Project No.		Candidate No.	
Total No. of Words:		Total No. of Enhanced Words:	
By Elections Official Deputy:			