

Candidates & Treasurers

Presented by:

Chloe Hackert and Stephen Hernandez

March 30, 2022





Fair Political Practices Commission

- Proposition 9, known today as the Political Reform Act, regulates conflicts of interest, campaign finance, and lobbying activity.
- The FPPC was created to implement and enforce the Act, and to inform and assist candidates and public officials in complying with these laws.



Let's learn about:

- Campaign Forms
- Committee IDs
- Campaign Bank Accounts
- Recordkeeping

Form 501: Candidate Intention Statement

WHEN:

- File before spending or receiving money, including personal funds

WHERE:

- File with your local filing officer (city clerk or Registrar of Voters)

Also: must file a 501 if running for re-election

Candidate Intention Statement

Check One: ☒ Initial ☐ Amendment (Explain) _____

Date Stamp _____

CALIFORNIA FORM 501
For Official Use Only

1. Candidate Information:

NAME OF CANDIDATE (Last, First Middle Initial) Hermione Granger DAYTIME TELEPHONE NUMBER (555) 555-1234 FAX NUMBER (optional) _____ EMAIL (optional) hermione4minister@gmail.com

STREET ADDRESS 1800 Park St. CITY Southwark STATE CA ZIP CODE 18442

OFFICE SOUGHT (POSITION TITLE) Minister of Magic AGENCY NAME Ministry of Magic DISTRICT NUMBER, if applicable _____ ☒ NON-PARTISAN OFFICE

OFFICE JURISDICTION ☐ State (Complete Part 2.) ☒ City ☐ County ☐ Multi-County: _____ (Name of Multi-County Jurisdiction) PARTY PREFERENCE ☒ PRIMARY / GENERAL ☐ SPECIAL / RUNOFF

2. State Candidate Expenditure Limit Statement:
(CalPERS and CalSTRS candidates, judges, judicial candidates, and candidates for local offices do not complete Part 2.)

(Check one box)

☐ I accept the voluntary expenditure ceiling for the election stated above.

☐ I do not accept the voluntary expenditure ceiling for the election stated above.

Amendment ☐ I did not exceed the expenditure ceiling in the primary or special election held on: ____/____/____ and I accept the voluntary expenditure ceiling for the general or special run-off election.

(Mark if applicable)

☐ On ____/____/____, I contributed personal funds in excess of the expenditure ceiling for the election stated above.

3. Verification:

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

Executed on: 1/15/XX (month, day, year) Signature: Hermione Granger (Candidate)

Form 470 – Officeholder and Candidate Campaign Statement — Short Form

WHO:

Form 470 is for use by
officeholders and candidates
who:

- do not have a controlled committee; and
- do not anticipate receiving contributions totaling \$2,000 or more during the calendar year; and
- do not anticipate spending \$2,000 or more during the calendar year.

| Officeholder and Candidate Campaign Statement - Short Form | | Date Stamp | CALIFORNIA FORM 470 <small>For Office Use Only</small> |
|---|--|--|--|
| Date of election if applicable: (Month, Day, Year) 11/5/2020 | <input type="checkbox"/> Amendment (Explain Below) | | |
| 1. Statement Covers Calendar Year 20 <u>20</u> | | | |
| 2. Officeholder or Candidate Information | | 3. Office Sought or Held | |
| NAME OF OFFICEHOLDER OR CANDIDATE <u>Gilderoy Lockhart</u> | | OFFICE SOUGHT OR HELD <u>Owelt Trainer Academy Board</u> | |
| STREET ADDRESS <u>890 Highbridge Rd.</u> | | JURISDICTION (LOCATION) <u>Kempston, Bedfordshire</u> | |
| CITY <u>Barking</u> | | DISTRICT NUMBER (IF APPLICABLE) | |
| STATE <u>CA</u> | | | |
| ZIP CODE <u>11732</u> | | | |
| AREA CODE/DAYTIME PHONE NUMBER <u>555-555-1200</u> | | | |
| OPTIONAL: FAX / E-MAIL ADDRESS | | | |
| 4. Committee Information | | | |
| List all committees of which you have knowledge that are primarily formed to receive contributions or to make expenditures on behalf of your candidacy. | | | |
| COMMITTEE NAME AND I.D. NUMBER | COMMITTEE ADDRESS | NAME OF TREASURER | |
| | | | |
| | | | |
| 5. Verification | | | |
| 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. | | | |
| Executed on <u>6/5/2020</u> <small>DATE</small> | | By <u>Gilderoy Lockhart</u> <small>SIGNATURE OF OFFICEHOLDER OR CANDIDATE</small> | |

Form 470 Supplemental

- Used by candidates who exceed the \$2000 threshold after they filed Form 470.
- Must be sent within 48 hours of receiving contributions totaling \$2,000 or more or making expenditures of \$2,000 or more.
- Must be sent by guaranteed overnight delivery service, personal delivery, fax, or email. Regular mail may not be used.
- Must be delivered to ALL of the following:
 - Local Filing Officer
 - Opposing Candidates
 - Secretary of State

Form 410: Statement of Organization

WHEN:

- Within 10 days of raising or spending \$2,000

WHERE:

- Original with SOS; copy to filing officer

| Statement of Organization Recipient Committee | | | | Date Stamp | CALIFORNIA FORM 410 For Official Use Only |
|--|---|---|--|---|---|
| Statement Type | | <input checked="" type="checkbox"/> Initial <input type="checkbox"/> Not yet qualified or <input type="checkbox"/> Date qualification threshold met | <input type="checkbox"/> Amendment | <input type="checkbox"/> Termination – See Part 5 | |
| 1. Committee Information | | I.D. Number (if applicable) | Treasurer and Other Principal Officers | | |
| NAME OF COMMITTEE Hermione Granger for Minister of Magic 20XX | | NAME OF TREASURER Penelope Clearwater | | | |
| STREET ADDRESS (NO P.O. BOX) 1800 Park St. | | STREET ADDRESS (NO P.O. BOX) 2400 Charing Cross Rd. | | | |
| CITY Southwark | STATE CA | ZIP CODE 18442 | AREA CODE/PHONE 555-555-1234 | | |
| FULL MAILING ADDRESS (IF DIFFERENT) | | NAME OF ASSISTANT TREASURER, IF ANY Hermione Granger | | | |
| E-MAIL ADDRESS (REQUIRED) / FAX (OPTIONAL) hermione4minister@gmail.com | | STREET ADDRESS (NO P.O. BOX) 1800 Park St. | | | |
| CITY Southwark | STATE CA | ZIP CODE 18442 | AREA CODE/PHONE 555-555-1234 | | |
| COUNTY OF DOMICILE Surrey | JURISDICTION WHERE COMMITTEES ARE ACTIVE The Wizarding World of Harry Potter | | NAME OF PRINCIPAL OFFICER(S) Virginia Weasley-Potter | | |
| STREET ADDRESS (NO P.O. BOX) 74 Cornwall Gardens Place | | STREET ADDRESS (NO P.O. BOX) 74 Cornwall Gardens Place | | | |
| CITY Kensington | STATE CA | ZIP CODE 74744 | AREA CODE/PHONE 555-444-1234 | | |
| Attach additional information on appropriately labeled continuation sheets. | | | | | |
| 3. Verification | | | | | |
| I have used all reasonable diligence in preparing this statement and to the best of my knowledge the information contained herein is true and complete. I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct. | | | | | |
| Executed on 6/21/2019 DATE | By Penelope Clearwater SIGNATURE OF TREASURER OR ASSISTANT TREASURER | | | | |
| Executed on 6/21/2019 DATE | By Hermione Granger SIGNATURE OF CONTROLLING OFFICEHOLDER, CANDIDATE, OR STATE MEASURE PROPONENT | | | | |

Must include last name, office sought, and election year

SOS will reject if e-mail is not provided

Form 410: Statement of Organization (Continued)

Committee ID/Bank Account

- Will reject with no info on bank account

Note:

- “Pending” is only acceptable on initial & not yet qualified forms

| Statement of Organization Recipient Committee | | | | CALIFORNIA FORM 410 | |
|---|--|---|--|--|--|
| INSTRUCTIONS ON REVERSE | | | | Page 2 | |
| COMMITTEE NAME Hermione Granger for Minister of Magic 20XX | | | | I.D. NUMBER | |
| <ul style="list-style-type: none"> • All committees must list the financial institution where the campaign bank account is located. | | | | | |
| NAME OF FINANCIAL INSTITUTION PENDING | | AREA CODE/PHONE | | BANK ACCOUNT NUMBER PENDING | |
| ADDRESS PENDING | | CITY | | STATE ZIP CODE | |
| 4. Type of Committee Complete this section. Controlled Committee | | | | | |
| <ul style="list-style-type: none"> • List the name of each controlling officeholder, candidate, or state measure proponent. If candidate or officeholder controlled, also list the elective office sought or held, and district number, if any, and the year of the election. • List the political party with which each officeholder or candidate is affiliated or check "nonpartisan." Stating "No party preference" is acceptable. • If this committee acts jointly with another controlled committee, list the name and identification number of the other controlled committee. | | | | | |
| NAME OF CANDIDATE/OFFICEHOLDER/STATE MEASURE PROPONENT Hermione Granger | | ELECTIVE OFFICE SOUGHT OR HELD (INCLUDE DISTRICT NUMBER IF APPLICABLE) Minister of Magic | | YEAR OF ELECTION 20XX PARTY CHECK ONE Nonpartisan <input checked="" type="checkbox"/> Partisan <input type="checkbox"/> (list political party below) | |
| | | | | Nonpartisan <input type="checkbox"/> Partisan <input type="checkbox"/> (list political party below) | |

A candidate's campaign committee is a controlled committee

Committee ID Number

- Used on all FPPC forms
- Issued upon receipt & processing of 410 from Secretary of State
- cal-access.sos.ca.gov

The screenshot shows the California Secretary of State ALEX PADILLA's Cal-Access website. The header includes the state seal and navigation tabs for Secretary of State, Elections, Campaign & Lobbying, Business Programs, State Archives, and Registries. A sidebar on the left contains links for Cal-Access Search, Advanced Search, Cal-Access Home, Campaign Finance, Lobbying Activity, Resources, For Filers Only, Political Reform, and User's Manual. The main content area displays 'Search Results For "granger"' with a note that the entity name has changed. Below this is a table with four columns: ENTITY ID, ENTITY NAME, ENTITY TYPE, and STATUS.

| ENTITY ID | ENTITY NAME | ENTITY TYPE | STATUS |
|-------------------------|--|---------------------|------------|
| 1263958 | GRANGER & SANTRY, P.A. | MAJOR DONOR | |
| 1407367 | GRANGER FOR CHABOT-LAS POSITAS COMMUNITY COLLEGE BOARD 2018; LINDA * | RECIPIENT COMMITTEE | ACTIVE |
| 1407367 | GRANGER FOR CHABOT-LAS POSITAS COMMUNITY COLLEGE BOARD 2022; LINDA | RECIPIENT COMMITTEE | ACTIVE |
| 982930 | GRANGER FOR SCHOOL BOARD, PAMELA | RECIPIENT COMMITTEE | TERMINATED |
| 931651 | GRANGER, COMMITTEE TO ELECT GEORGE | RECIPIENT COMMITTEE | TERMINATED |
| | GRANGER, PAMELA | CANDIDATE | |
| 1335429 | TRIPP, GRANGER | LOBBYIST | TERMINATED |



Bank Account Rules

- One bank account
- No commingling
- All campaign expenditures from campaign account
 - *Exception:* Filing and ballot statement fees
- Can be a personal account

Form 700: Statement of Economic Interests

WHEN:

- By the declaration for candidacy

WHERE:

- File with your local elections office

Also: public document

| CALIFORNIA FORM 700 FAIR POLITICAL PRACTICES COMMISSION | | STATEMENT OF ECONOMIC INTERESTS COVER PAGE A PUBLIC DOCUMENT | | Date Initial Filing Reserved (Month/Day/Year) |
|--|----------|--|--|--|
| Please type or print in ink. | | | | |
| NAME OF FILER (LAST) | (FIRST) | (MIDDLE) | | |
| Granger | Hermione | Jean | | |
| 1. Office, Agency, or Court | | | | |
| Agency Name (Do not use acronyms) | | | | |
| Ministry of Magic | | | | |
| Division, Board, Department, District, if applicable | | Your Position | | |
| | | Minister | | |
| ► If filing for multiple positions, list below or on an attachment. (Do not use acronyms) | | | | |
| Agency: | | Position: | | |
| 2. Jurisdiction of Office (Check at least one box) | | | | |
| <input type="checkbox"/> State | | <input type="checkbox"/> Judge or Court Commissioner (Statewide Jurisdiction) | | |
| <input type="checkbox"/> Multi-County | | <input checked="" type="checkbox"/> County of Sussex | | |
| <input type="checkbox"/> City of | | <input type="checkbox"/> Other | | |
| 3. Type of Statement (Check at least one box) | | | | |
| <input type="checkbox"/> Annual: The period covered is January 1, 2018, through December 31, 2018. | | <input type="checkbox"/> Leaving Office: Date Left / / (Check one circle.) | | |
| -or- The period covered is / / through December 31, 2018. | | <input type="radio"/> The period covered is January 1, 2018, through the date of leaving office. | | |
| <input type="checkbox"/> Assuming Office: Date assumed / / | | <input type="radio"/> -or- The period covered is / / through the date of leaving office. | | |
| <input checked="" type="checkbox"/> Candidate: Date of Election 20XX | | and office sought, if different than Part 1 | | |
| 4. Schedule Summary (must complete) ► Total number of pages including this cover page: _____ | | | | |
| Schedules attached | | | | |
| <input checked="" type="checkbox"/> Schedule A-1 - Investments - schedule attached | | <input checked="" type="checkbox"/> Schedule C - Income, Loans, & Business Positions - schedule attached | | |
| <input checked="" type="checkbox"/> Schedule A-2 - Investments - schedule attached | | <input checked="" type="checkbox"/> Schedule D - Income - Gifts - schedule attached | | |
| <input checked="" type="checkbox"/> Schedule B - Real Property - schedule attached | | <input checked="" type="checkbox"/> Schedule E - Income - Gifts - Travel Payments - schedule attached | | |
| -or- <input type="checkbox"/> None - No reportable interests on any schedule | | | | |
| 5. Verification | | | | |
| MAILING ADDRESS STREET CITY STATE ZIP CODE | | | | |
| (Business or Agency Address Recommended - Public Document) | | | | |
| 1800 Park St. | | Southwark | | CA 18442 |
| DAYTIME TELEPHONE NUMBER | | EMAIL ADDRESS | | |
| (555) 555-1234 | | hermione4minister@gmail.com | | |
| I have used all reasonable diligence in preparing this statement. I have reviewed this statement and to the best of my knowledge the information contained herein and in any attached schedules is true and complete. I acknowledge this is a public document. | | | | |
| I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct. | | | | |
| Date Signed 3/15/XX | | Signature Hermione Granger | | |
| (month) day year | | (File the originally signed paper statement with your filing official.) | | |

Recordkeeping Rules

- Receipts, campaign forms, supporting documentation:
Four years
- Contributions:
 - Daily record
 - Contributor record
 - \$25 or more: name & address
 - \$100 or more: name, address, occupation, employer
- Campaign Manual Chapter 2
- Candidate & treasurer equally liable



Let's learn about:

Campaign Contributions

Defining Contributions

What is a contribution?

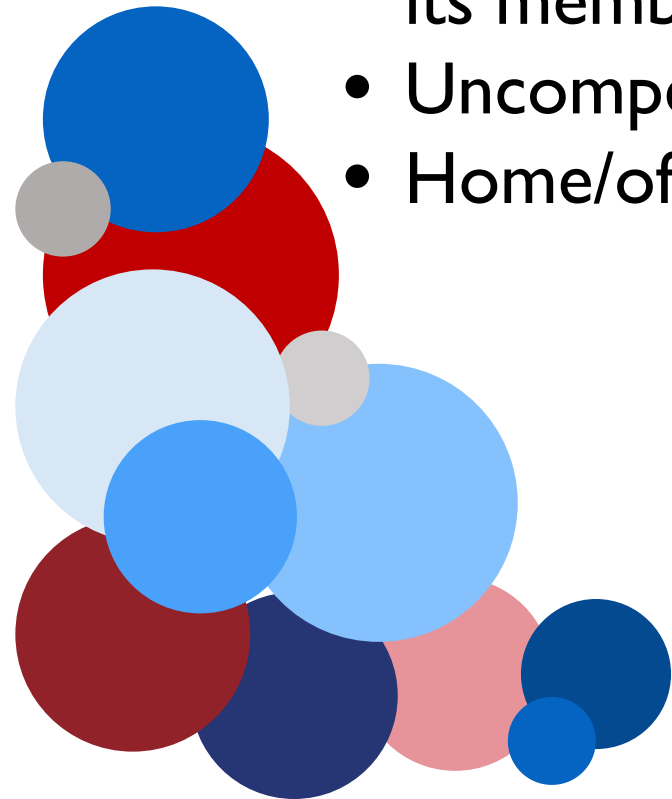
- Money (cash, check, credit card)
- Nonmonetary items
- Coordinated payments made by a 3rd party
- Loans
- Enforceable promises

Note: all contributions must be disclosed on the Form 460

Defining Contributions

Exceptions to Contributions

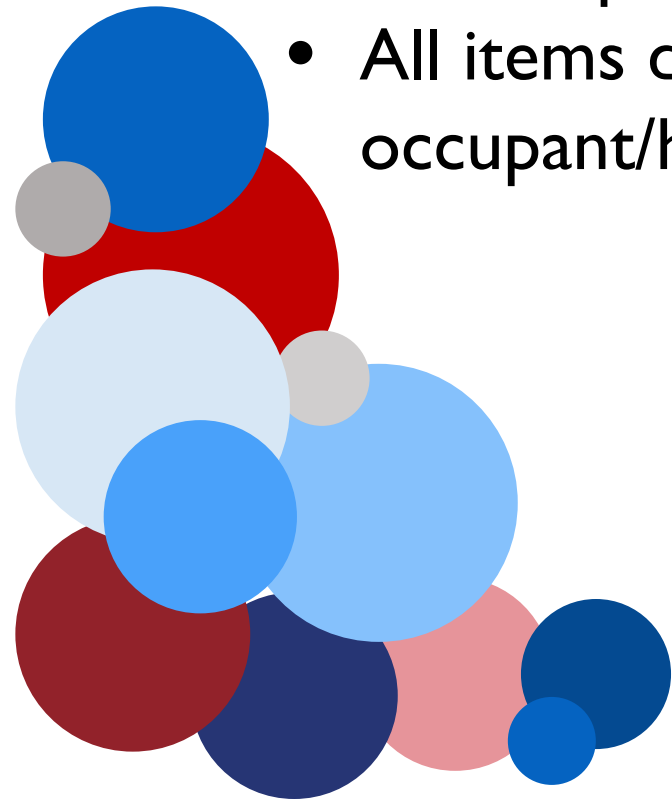
- Volunteer personal services
- Communications from organization to its members
- Uncompensated internet activity
- Home/office fundraiser



Defining Contributions

Home and Office Fundraiser Exception

- \$500 reportable threshold
- All items donated to event, not just occupant/host contributions



Defining Contributions

When are monetary contributions received?

- Date received is the earlier of the following options:
 - **Possession** of check (not date deposited)
 - **Possession** of payment information for credit cards
 - When a **contract vendor or collecting agent** receive either of the above.

Contribution Rules

Receiving Electronic Contributions

- Credit card
- Wire transfer
- Debit account transaction
- Text message
- PayPal, Venmo, Stripe, ActBlue, Anedot, etc.

*Fees associated with this type of fundraising or deducted by the vendor before the contributions are sent are reported as expenditures. **The fees are not deducted from the amount of each contribution reported.***

Contribution Rules

Restrictions

- No Contributions of \$25 or more without contributor's name and address
 - Contributions of less than \$25 may remain anonymous, though not advised.
- No Contributions of \$100 or more in cash, money order, traveler's check, or cashier's check .
- No Contributions from foreign government or principal
 - Permanent Green Card-holding residents may contribute
- Local contribution limits may apply

Contribution Rules

Restrictions and Decision Making Qualification

If the candidate is an official who holds an appointed position and receives contributions for an elective office, he/she may be subject to the provisions of GC 84308, which prohibits officials from soliciting or accepting contributions of \$250 or more from an entity doing business before the official's agency.

Who is Covered Under GC 84308?

- Planning Commissioners
- Local Agency Formation Commission members (LAFCO)
- Transportation Authority members
- Air Quality Management District members
- Waste Management Authority members
- California Coastal Commissioners

Contribution Rules

Major Donor Notification

You **must** send a contributor of \$5,000 or more a notice that they may need to file as a major donor.

Major donors may need to file:

- Form 461, Major Donor Statement
- Form 497, 24-Hour/10-Day Contribution report



Quick review

What is one thing that you still do not understand about contribution rules? Type into the chat box and we will cover at the end.



Let's learn about:

Campaign Statement Form 460

Campaign Statement Form 460 Cover Page

**Recipient Committee
Campaign Statement
Cover Page**

SEE INSTRUCTIONS ON REVERSE

1. Type of Recipient Committee:

☒ Officeholder, Candidate Committee
☐ State Candidate Election Committee
☐ Recall
(Also Complete Part 5)

☐ General Purpose Committee
☐ Sponsored
☐ Small Contributor Committee
☐ Political Party/Central Committee

2. Type of Statement:

☒ Preelection Statement
☐ Semi-annual Statement
☐ Termination Statement
(Also file a Form 410 Termination)
☐ Amendment (Explain below)

☐ Quarterly Statement
☐ Special Odd-Year Report

3. Committee Information

COMMITTEE NAME (OR CANDIDATE'S NAME IF NO COMMITTEE)
Hermione Granger for Minister of Magic 20XX

STREET ADDRESS (NO P.O. BOX)
1800 Park St.

CITY **Southwark** STATE **CA** ZIP CODE **18442** AREA CODE/PHONE **555-555-1234**

MAILING ADDRESS (IF DIFFERENT) NO. AND STREET OR P.O. BOX

CITY STATE ZIP CODE AREA CODE/PHONE

OPTIONAL FAX / E-MAIL ADDRESS
hermione4minister@gmail.com

4. Verification

I have used all reasonable diligence in the preparation of this statement and certify under penalty of perjury under the laws of the State of California that to the best of my knowledge the information contained herein and in the attached schedules is true and complete. I

Executed on **9/26/20XX** Date

Executed on **9/28/20XX** Date

By **Hermione Granger** Signature of Controlling Officerholder, Candidate, State Measure Proponent or Responsible Officer of Sponsor

Check filing schedule for dates

Check filing schedule for type of statement

Candidate and treasurer must both sign

Penelope Clearwater Signature of Treasurer or Assistant Treasurer

COVER PAGE

CALIFORNIA FORM 460

1 of 16

Official Use Only

Form 460

Snapshot of Schedules

Money In

- A: Contributions
- B: Loans received
- C: Non-monetary contributions
- I: Misc. Increases to cash

Money Out

- B: Loan repayments
- E: Expenditures
- F: Accrued expenses

Form 460 - Schedule A

Reporting Monetary Contributions

Include individual's occupation & employer

Contributions given in an earlier reporting period are added to the new contribution

| DATE RECEIVED | FULL NAME, STREET ADDRESS AND ZIP CODE OF CONTRIBUTOR (IF COMMITTEE, ALSO ENTER I.D. NUMBER) | CONTRIBUTOR CODE | IF AN INDIVIDUAL, ENTER OCCUPATION AND EMPLOYER (IF SELF-EMPLOYED, ENTER NAME OF BUSINESS) | AMOUNT RECEIVED THIS PERIOD | CUMULATIVE TO DATE CALENDAR YEAR (JAN. 1 - DEC. 31) | PER ELECTION TO DATE (IF REQUIRED) |
|---------------|---|---|---|-----------------------------|--|---------------------------------------|
| 7/13/XX | Colin Creevey 800 Monument Rd. Paddington, CA 95169 | <input checked="" type="checkbox"/> IND <input type="checkbox"/> COM <input type="checkbox"/> OTH <input type="checkbox"/> PTY <input type="checkbox"/> SCC | Physician, St. Mungo's Hospital | 250 | 300 | |
| 7/13/XX | Ernie Macmillan 33 King Street Covent Garden, CA 28643 | <input checked="" type="checkbox"/> IND <input type="checkbox"/> COM <input type="checkbox"/> OTH <input type="checkbox"/> PTY <input type="checkbox"/> SCC | Owner, Honeyduke's Sweet Shop | 99 | 198 | |
| 7/13/XX | Honeydukes Sweet Shop 33 King Street Covent Garden, CA 28643 | <input checked="" type="checkbox"/> IND <input type="checkbox"/> COM <input type="checkbox"/> OTH <input type="checkbox"/> PTY <input type="checkbox"/> SCC | | 99 | 198 | |
| 7/30/XX | Society for the Promotion of Elfish Welfare 70 Whitehall Rd. Westminster, CA 12382 | <input type="checkbox"/> IND <input checked="" type="checkbox"/> COM <input type="checkbox"/> OTH <input type="checkbox"/> PTY <input type="checkbox"/> SCC | ID # 940120 | 100 | | |

IND = Individual
COM = Committee
OTH = Other (e.g., business)
PTY = Political party
SCC = Small Contributor committee

Report all contributions less than \$100 in a lump sum

Schedule A Summary

- Amount received this period - Itemized monetary contributions.
(Include all Schedule A subtotals.) \$ 860
- Amount received this period - unitemized monetary contributions of less than \$100 \$ 1,200
- Total monetary contributions received this period.
(Add Lines 1 and 2. Enter here and on the Summary Page, Column A, Line 1.) TOTAL \$ 2,060

Donor Information

Individual contributors of \$100 or more:

- Name and street address
- The occupation and employer

Complete

Manager, Harvey's Hardware Store
Self-Employed, No Separate Business Name
Attorney, Fong & Associates
Consultant, Strategic Politics
Homemaker or Student
Retired

Manager
Owner
Neighbor
Friend
Consultant, SPS Inc.
Business Person
Entrepreneur
Philanthropist

Incomplete



Schedule B

Reporting Loans Received

- Multiple loans by single sources listed separately
- Personal funds may be reported as a loan
- Report the bank that makes the loan

Schedule B

Reporting Loans Received

| FULL NAME, STREET ADDRESS AND ZIP CODE OF LENDER (IF COMMITTEE, ALSO ENTER I.D. NUMBER) | IF AN INDIVIDUAL, ENTER OCCUPATION AND EMPLOYER (IF SELF-EMPLOYED, ENTER NAME OF BUSINESS) | (a) OUTSTANDING BALANCE BEGINNING THIS PERIOD | (b) AMOUNT RECEIVED THIS PERIOD | (c) AMOUNT PAID OR FORGIVEN THIS PERIOD* | (d) OUTSTANDING BALANCE AT CLOSE OF THIS PERIOD | (e) INTEREST PAID THIS PERIOD | (f) ORIGINAL AMOUNT OF LOAN | (g) CUMULATIVE CONTRIBUTIONS TO DATE |
|---|---|--|------------------------------------|--|--|----------------------------------|-------------------------------------|---|
| Hermione Granger 1800 Park Street Southwark, CA 18442 † <input type="checkbox"/> IND <input type="checkbox"/> COM <input type="checkbox"/> OTH <input type="checkbox"/> PTY <input type="checkbox"/> SCC | Headmaster, Hogwarts School of Witchcraft & Wizardry | \$ 3,000 | \$ 0 | <input type="checkbox"/> PAID \$ 1,000 <input type="checkbox"/> FORGIVEN \$ 0 | \$ 2,000 N/A DATE DUE | N/A % RATE | \$ 3,000 X/X/XX DATE INCURRED | CALENDAR YEAR \$ 2,200 PER ELECTION** \$ N/A |
| Hermione Granger 1800 Park Street Southwark, CA 18442 † <input type="checkbox"/> IND <input type="checkbox"/> COM <input type="checkbox"/> OTH <input type="checkbox"/> PTY <input type="checkbox"/> SCC | Headmaster, Hogwarts School of Witchcraft & Wizardry | \$ 0 | \$ 200 | <input type="checkbox"/> PAID \$ 0 <input type="checkbox"/> FORGIVEN \$ 0 | \$ 200 N/A DATE DUE | N/A % RATE | \$ 200 X/X/XX DATE INCURRED | CALENDAR YEAR \$ 2,200 PER ELECTION** \$ N/A |
| † <input type="checkbox"/> IND <input type="checkbox"/> COM <input type="checkbox"/> OTH <input type="checkbox"/> PTY <input type="checkbox"/> SCC | | | | <input type="checkbox"/> PAID \$ <input type="checkbox"/> FORGIVEN \$ | \$ DATE DUE | % RATE | \$ DATE INCURRED | CALENDAR YEAR \$ PER ELECTION** \$ |
| SUBTOTALS | | \$ 200 | \$ 1,000 | \$ 2,200 | \$ 0 | | | |

Schedule B Summary

1. Loans received this period \$ 200
(Total Column (b) plus unitemized loans of less than \$100.)

2. Loans paid or forgiven this period \$ 1,000
(Total Column (c) plus loans under \$100 paid or forgiven.)
(Include loans paid by a third party that are also itemized on Schedule A.)

3. Net change this period. (Subtract Line 2 from Line 1.) (800)
Enter the net here and on the Summary Page, Column A, Line 2. (May be a negative number)

†Contributor Codes

IND – Individual

COM – Recipient Committee
(other than PTY or SCC)

OTH – Other (e.g., business entity)

PTY – Political Party

SCC – Small Contributor Committee

May end up being a negative number

Report all loans received until they are completely paid off

Schedule C

Reporting

Non-Monetary

Contributions

- Food/beverages
- Rental space
- Polls
- Discounts

| DATE RECEIVED | FULL NAME, STREET ADDRESS AND ZIP CODE OF CONTRIBUTOR (IF COMMITTEE, ALSO ENTER I.D. NUMBER) | CONTRIBUTOR CODE * | IF AN INDIVIDUAL, ENTER OCCUPATION AND EMPLOYER (IF SELF-EMPLOYED, ENTER NAME OF BUSINESS) | DESCRIPTION OF GOODS OR SERVICES | AMOUNT/ FAIR MARKET VALUE | CUMULATIVE TO DATE CALENDAR YEAR (JAN 1 - DEC 31) | PER ELECTION TO DATE (IF REQUIRED) |
|---------------|---|---|---|----------------------------------|---------------------------|---|---------------------------------------|
| 3/22/XX | Ernie Macmillan 33 King Street Covent Garden, CA 28643 | <input checked="" type="checkbox"/> IND <input type="checkbox"/> COM <input type="checkbox"/> OTH <input type="checkbox"/> PTY <input type="checkbox"/> SCC | Owner, Honeydukes Sweetshop | Food for fundraiser | 500 | 500 | |
| 5/12/XX | Wizards for Arithmancy 79 Duke Street Mayfair, CA 15764 | <input type="checkbox"/> IND <input type="checkbox"/> COM <input checked="" type="checkbox"/> OTH <input type="checkbox"/> PTY <input type="checkbox"/> SCC | | Accounting services | 250 | 250 | |
| 6/12/XX | Luna Lovegood 37 Hoxton Square Shoreditch, CA 16920 | <input checked="" type="checkbox"/> IND <input type="checkbox"/> COM <input type="checkbox"/> OTH <input type="checkbox"/> PTY <input type="checkbox"/> SCC | Editor in chief, The Quibbler | Flyers | 1,200 | 1,200 | |

Non-Monetary Contributions

- Report donated items at fair market value
 - The amount it would cost for a member of the public to purchase the item
- Provide a description of good or service
- Aggregate monetary and non-monetary contributions from a single source

Schedule E

Reporting Campaign Expenditures

- Political, legislative, or governmental purpose
- Petty cash fund (\$100 or less)
- No cash expenditure of \$100 or more.
- Credit cards OK
 - Must be zeroed out first.
 - Can only be used for campaign purposes, until campaign expenses are fully paid off.

Note: A spouse or domestic partner of an elected officer or a candidate may not receive compensation from campaign funds for services rendered, including fundraising services for the candidate's campaign.

Campaign funds may not be used for personal purposes!

Schedule E

Reporting Payments Made

Itemize expenditures of \$100. Gifts, meals, and travel require certain details.

| NAME AND ADDRESS OF PAYEE (IF COMMITTEE, ALSO ENTER I.D. NUMBER) | CODE | OR | DESCRIPTION OF PAYMENT | AMOUNT PAID |
|--|------|----|--|-------------|
| Red Dog Saloon 37 Hoxton Square, Shoreditch, CA 16944 | | | 6/8/XX Strategy lunch (candidate, treasurer, and two others present) | 120 |
| Hermione Granger 1800 Park St., Southwark, CA 18442 | FIL | | | 1,000 |
| Gringott's Bank 104 Diagon Alley, Mayfair, CA 20754 | | | | 1,500 |
| SUBVENDOR: Floo Network Phone Bank Systems \$750 321 Whitehall Pl., Westminster, CA 26540 | PHO | | | |

Reimburse
candidate for filing
fees

Credit card payment

Schedule E

Reporting Subvendor Payments

- Subvendors of campaign agents and consultants
- Itemize payments of \$500 or more
- Reimburse campaign workers with 45 days

| NAME AND ADDRESS OF PAYEE (IF COMMITTEE, ALSO ENTER I.D. NUMBER) | CODE | OR | DESCRIPTION OF PAYMENT | AMOUNT PAID |
|--|------|------------|------------------------|-------------|
| Cho Chang Consulting 11 Newburgh St. Soho, CA 17762 | CNS | | | 1,400 |
| VENDORS PAID \$500 OR MORE: Daily Prophet, 29 Savoy Pl, London, CA 26520 \$750 Snape Voter Systems, 7 Rye Rd., Peckham, CA 15499 \$525 | | LIT VOT | | |

Campaign Disclosure Statement Summary Page

Amounts may be rounded
to whole dollars.

SUMMARY PAGE

Statement covers period
from **7/1/20XX**
through **9/22/20XX**

CALIFORNIA
FORM **460**

Page **3** of **16**

SEE INSTRUCTIONS ON REVERSE

NAME OF FILER

HERMIONE GRANGER FOR MINISTER OF MAGIC 20XX

I.D. NUMBER

123456

Contributions Received

| | Column A TOTAL THIS PERIOD (FROM ATTACHED SCHEDULES) | Column B CALENDAR YEAR TOTAL TO DATE |
|--|--|--|
| 1. Monetary Contributions..... Schedule A, Line 3 | \$ 2,060 | \$ 2,060 |
| 2. Loans Received..... Schedule B, Line 3 | \$ (800) | \$ 7,200 |
| 3. SUBTOTAL CASH CONTRIBUTIONS..... Add Lines 1 + 2 | \$ 1,260 | \$ 9,260 |
| 4. Nonmonetary Contributions..... Schedule C, Line 3 | \$ 1,620 | \$ 1,620 |
| 5. TOTAL CONTRIBUTIONS RECEIVED..... Add Lines 3 + 4 | \$ 2,880 | \$ 10,880 |

Calendar Year Summary for Candidates Running in Both the State Primary and General Election

N/A for local
candidates

Expenditures Made

| | | |
|--|-------------------|------------------|
| 6. Payments Made..... Schedule E, Line 4 | \$ 14,925 | \$ 14,925 |
| 7. Loans Made..... Schedule H, Line 3 | \$ 0 | \$ 0 |
| 8. SUBTOTAL CASH PAYMENTS..... Add Lines 6 + 7 | \$ 14,925 | \$ 14,925 |
| 9. Accrued Expenses (Unpaid Bills)..... Schedule F, Line 3 | \$ (1,000) | \$ 2,000 |
| 10. Nonmonetary Adjustment..... Schedule C, Line 3 | \$ 1,620 | \$ 1,620 |
| 11. TOTAL EXPENDITURES MADE..... Add Lines 8 + 9 + 10 | \$ 15,545 | \$ 18,545 |

Expenditure Limit Summary for State Candidates

N/A for local
candidates

Current Cash Statement

| | |
|--|------------------|
| 12. Beginning Cash Balance..... Previous Summary Page, Line 16 | \$ 24,485 |
| 13. Cash Receipts..... Column A, Line 3 above | \$ 1,260 |
| 14. Miscellaneous Increases to Cash..... Schedule I, Line 4 | \$ 20 |
| 15. Cash Payments..... Column A, Line 8 above | \$ 14,925 |
| 16. ENDING CASH BALANCE..... Add Lines 12 + 13 + 14, then subtract Line 15 | \$ 10,840 |

If this is a termination statement, Line 16 must be zero.

| | |
|--|-------------|
| 17. LOAN GUARANTEES RECEIVED..... Schedule B, Part 2 | \$ 0 |
|--|-------------|

Cash Equivalents and Outstanding Debts

| | |
|--|-----------------|
| 18. Cash Equivalents..... See instructions on reverse | \$ 0 |
| 19. Outstanding Debts..... Add Line 2 + Line 9 in Column B above | \$ 9,200 |

To calculate Column B, add amounts in Column A to the corresponding amounts from Column B of your last report. Some amounts in Column A may be negative figures that should be subtracted from previous period amounts. If this is the first report being filed for this calendar year, only carry over the amounts from Lines 2, 7, and 9 (if any).

*Amounts in this section
reported in Column B

**Form 460—
Summary
Page**



Let's learn about:

- Form 497
- Filing Schedules
- Advertisement Disclosures
- Mass Mailing
- After Elections

24-Hour/10-Day Contribution Report

Form 497

- \$1,000 or more from a single source within the 90 days before and on the date of the election
- Filed by personal delivery, guaranteed overnight mail, fax, email

| 497 Contribution Report | | Amounts may be rounded to whole dollars. | | |
|--|---|---|---|---|
| NAME OF FILER Hermione Grange for Minister of Magic 20XX | | Date of This Filing 1/12/20XX | Date Stamp | |
| AREA CODE/PHONE NUMBER (555) 555-1234 | I.D. NUMBER (if applicable) 123456 | Report No. 3 | CALIFORNIA FORM 497 For Official Use Only | |
| STREET ADDRESS 1800 Park St. | | <input type="checkbox"/> Amendment to Report No. _____ (explain below) | | |
| CITY Southwark | STATE CA | ZIP CODE 18442 | No. of Pages 1 | |
| 1. Contribution(s) Received | | | | |
| DATE RECEIVED | FULL NAME, STREET ADDRESS AND ZIP CODE OF CONTRIBUTOR (IF COMMITTEE, ALSO ENTER I.D. NUMBER) | CONTRIBUTOR CODE* | IF AN INDIVIDUAL, ENTER OCCUPATION AND EMPLOYER (IF SELF-EMPLOYED, ENTER NAME OF BUSINESS) | AMOUNT RECEIVED |
| 1/13/20XX | Weasley's Wizard Wheezes 93 Diagon Alley Charing Cross, CA 20754 | <input type="checkbox"/> IND <input checked="" type="checkbox"/> COM <input type="checkbox"/> OTH <input type="checkbox"/> PTY <input type="checkbox"/> SCC | | \$1,500 <input type="checkbox"/> Check if Loan _____% Provide interest rate |

Filing Schedules

Candidates and committee should be referred to filing schedules if they have questions about:

- Which forms to submit
- Filing Periods
- Deadlines
- Resources/Additional Information*

*While filing schedules list additional information, the filing schedule may not have all information. Please contact the FPPC for questions about filing schedules.

Filing Schedules & Reporting Due Dates

Fair Political Practices Commission

Filing Schedule for Candidates and Controlled Committees for Local Office Who Will be Voted Upon at the November 8, 2022 Election

| Deadline | Period | Form | Notes |
|--|---------------------|--|---|
| Aug 1, 2022 <i>Semi-Annual</i> | *- 6/30/22 | 460 | <ul style="list-style-type: none"> Each candidate listed on the ballot must file Form 460 or Form 470 (see below). |
| Within 24 Hours <i>Contribution Reports</i> | 8/10/22 – 11/8/22 | 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 or in connection with <i>another</i> candidate or measure being voted upon November 8, 2022. 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. File by personal delivery, e-mail, guaranteed overnight service, or fax. The committee may also file online, if available. |
| Sep 29, 2022 <i>1st Pre-Election</i> | 7/1/22 – 9/24/22 | 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 27, 2022 <i>2nd Pre-Election</i> | 9/25/22 – 10/22/22 | 460 | <ul style="list-style-type: none"> All committees must file this statement. File by personal delivery or guaranteed overnight service. The committee may also file online, if available. |
| Jan 31, 2023 <i>Semi-Annual</i> | 10/23/22 – 12/31/22 | 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, 2022. |

After the election, most candidates file the 460 semi-annually until the committee is terminated.

Advertising Disclosures

Advertising disclosures are the portion of a political message that identifies the committee that paid for or authorized the communication.

Some examples of advertising disclosure are, “Paid for by [committee name]” or “Ad paid for by [committee name]”.

Advertising disclosures can vary so you should review the advertising disclosure charts on the FPPC website, in the campaign manuals or feel free to contact the FPPC with any questions.

Advertisement Disclosures

Political Advertising Disclaimers

1. Communications by Candidate Committees for their own Election

The disclaimer must include, unless otherwise noted: "Paid for by *committee name*"

Examples: "Paid for by Jones for Assembly 20XX"
"Paid for by Friends of Smith for Mayor 20XX"

| Communication | Disclaimer and Manner of Display |
|---|---|
| All mass mailings – more than 200 substantially similar pieces of mail sent within a calendar month | <ul style="list-style-type: none">• Candidate's committee name and address (on file with Form 410) on outside of mailing (if no Form 410 on file, use candidate's name and address)• "Paid for by" must be in the same color and font as the committee name and address and immediately in front of or above the name and address• If sent by more than one candidate or committee:<ul style="list-style-type: none">○ Also on at least one insert in the mailing• No less than 6-point type and in a contrasting print or color• Return envelopes (if included in solicitation) – committee's name, address and ID number are recommended but not required |
| All mass electronic mail – more than 200 substantially similar emails sent within a calendar month | <ul style="list-style-type: none">• "Paid for by [name of candidate or committee]" must be in at least the same size font as a majority of the text (no address is required on mass electronic mailings) |

Advertisement Disclosures

Identification on Mass Mailings

If more than 200 similar pieces are sent
in a calendar month:

Paid for by Hermione Granger for Minister of Magic 20XX
1800 Park Street
Southwark, CA 18442



Pansy Parkinson
545 Golden Square
Soho, CA 17662



Mass Mailings

Recordkeeping Requirements

Retain a copy of each mass mailing. In your records, keep note of:

- Date sent
- Method of postage
- Number of pieces
- Copy of the mailing

After the Election

Successful Candidates

- File reports and pay \$50 while committee remains open
- Receive contributions to pay off campaign debt
- Use leftover funds for future election if they are redesignated or transferred
- Leftover funds become surplus 90 days after leaving office

After the Election

Defeated Candidates

- File reports and pay \$50 while committee remains open
- Use leftover funds for future election if they are redesignated or transferred
- Leftover funds become surplus 90 days after the end of the semi-annual reporting period following the election

After the Election

Running for office again?

Running for the same office

- File 501
- File *amended* Form 410 (committee name will need to be changed)

Running for Different Office

- File 501
- File a *new* 410
- Open new bank account
- Transfer funds to new bank account
 - *Note: funds and assets must be transferred before becoming surplus*

Visit Our Website

www.fppc.ca.gov

The screenshot shows the FPPC website with a dark blue header and a white main content area. A red arrow points from the top left to the 'Campaign Rules' link in the 'Learn' menu. Another red arrow points from the top right to the 'Candidates & Committees' link in the 'Resources For...' section.

Navigation Menu: About FPPC, The Law, **Learn**, Advice, Enforcement, Transparency Portal, Media Center

Learn Section:

- Campaign Rules**
View filing schedules, contribution limits, campaign forms, changes to campaign laws, candidate toolkits, advertising rules and other helpful information about campaigns.
- Conflicts of Interest Rules**
Learn what constitutes a conflict of interest and how to determine if someone should be disqualified from participating in a governmental decision.
- Lobbyist Rules**
Learn how to register as a lobbyist, report lobbying activity, ethics course requirements or view helpful manuals.
- Rules on Conflict of Interest Codes**
Information on what a conflict of interest code is, how to update them, and who is required to be listed.
- Guidance for Filing Officers**
Helpful tools for filing officers dealing with campaign statements or the Form 700.
- Public Officials and Employees Rules**
Resources for public officials and employees about ethics training, gifts, conflicts of interest and other rules every public servant must follow.
- Training & Outreach**
View resources and upcoming training opportunities for candidates, treasurers, committees, filing officers, conflict of interest code reviews and Form 700 filers.

Statewide Enforcement
Located in Sacramento, the FPPC has jurisdiction to investigate suspected violations of the Political Reform Act across California.

File a Form 700 | **How to File a Complaint** | **Need a Form? View All Forms**

I Want To...

- View** Find File **Get Involved**
- Filing Deadlines
- Form 700s Filed by a Public Official
- Upcoming Events
- Training and Outreach
- Enforcement Case Resolutions
- Hearings, Meetings and Workshops
- Agendas for Commission Meetings
- Webinar Videos

Resources For...

- Filing Officers
- Candidates & Committees**
- Public Officials & Employees
- Lobbyists

Candidate Toolkit
FPPC Home Page →
Learn → Campaign Rules
→ Candidate Toolkit

Basic Rules for Treasurers
FPPC Home Page → Learn →
Campaign Rules → Candidate
Toolkit

The screenshot shows the California Fair Political Practices Commission (FPPC) website. The header includes the FPPC logo and the text "CALIFORNIA Fair Political Practices Commission". A search bar is in the top right. The navigation menu includes "About FPPC", "The Law", "Learn", "Advice", "Enforcement", "Transparency Portal", and "Media Center". Below the navigation menu, there are links for "Home", "Learn", and "Campaign Rules". The main content area is titled "Candidate Toolkit" and features a list of links on the left: "When and Where to File Campaign Statements", "State Contribution Limits and Voluntary Expenditure Ceilings", "Campaign Forms", "Campaign Disclosure Manuals", "Campaign Advertising - Requirements & Restrictions", "Candidate Toolkit", "Getting Started", "Campaign Reports", "Campaign Communications", "After the Election", "Campaign Related Communications at Public Expense--The Do's & Don'ts", "Local Campaign Ordinances", and "Basic Rules for Treasurers". On the right, there is a "Candidate Toolkit" section with a search bar and a paragraph of text: "Congratulations on your decision to run for office! Whether you are running for your local school board or a seat in the California Assembly, there are campaign laws and regulations you must follow. The purpose of this toolkit is to help you understand the rules that ensure transparency and accountability in California elections. Click on the links below to find out what your responsibilities are before, during, and after the election. Good luck on your campaign!". Below this text is a list of links: "Getting Started", "Campaign Reports", "Campaign Communications", and "After the Election". Further down, there is an "Other Resources" section with links to "Campaign Rules", "Campaign Disclosure Manual 1 for STATE Candidates", "Campaign Disclosure Manual 2 for LOCAL Candidates, including Judges", "Training & Outreach", "On-Demand Video for Candidates and Treasurers", and "Campaign Activity FAQs". At the bottom, there is a "Questions?" section with contact information: "FPPC Advice Line: 1 (866) ASK-FPPC (275-3772)", "9:00 AM - 11:30 AM, Monday through Thursday", and "FPPC Advice Email: advice@fppc.ca.gov".



Thank You For Attending!

FPPC Contact Information

1-866-275-3772

Advice@fppc.ca.gov