

**Fair Political Practices Commission
Filing Schedule for
Political Party Committees
January thru June 2014
Special Primary and State Primary Elections
March 25, 2014 and June 3, 2014**

Note: Political parties are subject to reporting deadlines in connection with each special state election. This is true even if the committee does not make a payment in connection with the particular election, but receives contributions and/or makes contributions/independent expenditures. Please read notes carefully. *Special Election: SD 23*

Deadline	Period	Form	Notes
Within 24 Hours <i>Election Cycle Reports</i>		496 497	<ul style="list-style-type: none"> ▪ E-File only – no paper copy. Note: Form 497 is filed through March 24 and June 2. ▪ 496: File if an independent expenditure of \$1,000 or more is made in connection with a state or local candidate or local ballot measure being voted on the March or June ballot. ▪ 497: File if a contribution totaling \$1,000 or more in the aggregate is received from a single source. ▪ 497: File if a contribution totaling \$1,000 or more is made in the aggregate in connection with a state or local candidate or local ballot measure being voted on the March or June ballot or to another political party committee. ▪ The recipient of an in-kind or non-monetary contribution during this period must file a Form 497 within 48 hours from the time the in-kind or non-monetary contribution is <i>received</i>.
<i>Mar 25 election (Primary)</i>	12/25/13 – 3/25/14		
<i>Jun 3 election (State Primary)</i>	3/26/14 – 6/3/14		
Within 10 Days <i>Independent Expenditure Verification</i>	Ongoing	462	<ul style="list-style-type: none"> ▪ Committees making independent expenditures (“IEs”) must file this form with the FPPC. ▪ Committees file only one Form 462 for each candidate or measure supported or opposed by an independent expenditure. ▪ Email only – no paper copy.
Jan 31, 2014 <i>Semi-Annual</i>	thru – 12/31/13	450 or 460 & possibly 465	<ul style="list-style-type: none"> ▪ 450 or 460: All committees must file this report. ▪ 465: File if independent expenditures totaling \$1,000 or more were made during the 16 days before the September 17, September 24, November 19, or December 3 state special elections and the payments have not been reported on Form 465.
Feb 13, 2014 <i>Pre-Election Mar 25 Special Primary Election</i>	1/1/14 – 2/8/14	450 or 460 & possibly 465	<ul style="list-style-type: none"> ▪ Paper filing and online for E-filers. ▪ 460: File if contributions totaling \$1,000 or more are received or independent expenditures or contributions totaling \$500 or more are made during the period covered by the statement. ▪ 465: File if the committee makes independent expenditures totaling \$1,000 or more to support or oppose a candidate being voted on the March 25 ballot.
Mar 13, 2014 <i>Pre-Election Mar 25 Special Primary Election</i>	2/9/14 – 3/8/14	450 or 460 & possibly 465	<ul style="list-style-type: none"> ▪ 450 or 460: File if contributions totaling \$1,000 or more are <i>received</i> or if independent expenditures or contributions totaling \$500 or more are <i>made</i>. ▪ 465: File if independent expenditures totaling \$1,000 or more are <i>made</i>. Paper copies must be sent by personal delivery or guaranteed overnight service.

Fair Political Practices Commission

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Deadline	Period	Form	Notes
May 22, 2014 <i>Pre-Election Jun 3 Primary Election</i>	3/9/14 – 5/17/14	450 or 460 & possibly 465	<ul style="list-style-type: none"> ▪ 450 or 460: File if contributions totaling \$1,000 or more are <i>received</i> or if independent expenditures or contributions totaling \$500 or more are <i>made</i>. ▪ 465: File if independent expenditures totaling \$1,000 or more are <i>made</i>. Paper copies must be filed by personal delivery or guaranteed overnight service only.
Jul 31, 2014 <i>Semi-Annual</i>	thru – 6/30/14	450 or 460 & possibly 465	<ul style="list-style-type: none"> ▪ 450 or 460: All committees must file this report. ▪ 465: File if independent expenditures totaling \$1,000 or more are <i>made</i> from February 9 through March 24 or May 18 through June 2.

Additional Reports

Within 10 Business Days of the Expenditure <i>\$5,000 Report State Ballot Measure Payments</i>	Ongoing	496 497	<ul style="list-style-type: none"> ▪ E-Filers only: <ul style="list-style-type: none"> ○ 496: Report each independent expenditure totaling \$5,000 or more to support or oppose the qualification or passage of a single state ballot measure. ○ 497: Report each contribution totaling \$5,000 or more to support or oppose the qualification or passage of a single state ballot measure. ○ Period: List all new contributions of \$100 or more received by the committee that have not been previously reported up through the date of the \$5,000 or more payment.
Within 10 Business Days of the Expenditure <i>Paid Spokesperson Report</i>	Ongoing	511	<ul style="list-style-type: none"> ▪ Paper and E-Filers: <ul style="list-style-type: none"> ▪ File if an expenditure totaling \$5,000 or more is made to an individual to appear in an advertisement to support or oppose a ballot measure on a paper report. E-Filers also file online.
Within 48 Hours <i>Issue Advocacy Report</i>	2/8/14 – 3/24/14 (SD 23) 4/19/14 - 6/2/14	E-530	<ul style="list-style-type: none"> ▪ E-Filers only: <ul style="list-style-type: none"> ▪ File if a payment or promise of payment of \$50,000 or more is made during the 45 days prior to an election for a communication that identifies a state candidate being voted upon in the election but does not expressly advocate the election or defeat of the candidate. No paper copy required.

Fair Political Practices Commission

- **Form 496:** 24-hour independent expenditure reports must be filed through March 25 and June 3 for state candidates and June 2 for local candidates/measures.
- **Form 497:** 24-hour contribution reports must be filed if contributions totaling \$1,000 or more are made during the 90-day period prior to an election. Unlike independent expenditures made on behalf of state candidates/measures, the deadline closes March 24 and June 2.
- **Form 497:** Payments in connection with a state measure. Government Code Sections 82036, 84203 and 84204.5 address reporting of payments in connection with state ballot measures. Sections 82036 and 84203 require a Form 497 to be filed within 24 hours for contributions **made** to a primarily formed state ballot measure committee 90 days before an election. During the 90 days before an election, Section 84204.5 reporting provisions overlap and include payments made to a primarily formed state ballot measure committee and other general purpose committees that use the funds for a state ballot measure. When payments are \$5,000 or more, new donors to the committee must be disclosed within 10 days. Applies to committees that are E-filers. See form instructions and FPPC Regulation 18466.
- **E-Filer:** A state committee that has received contributions or made expenditures totaling \$25,000 or more since January 1, 2000.
- **Forms 496/497:** Payments for **member communications** are reportable within 24 hours if the member communication would otherwise be considered a contribution or independent expenditure and the payments are made during the election cycle.
- **Forms 450, 460 & 465:** All state committees must file an original and one copy in paper format by personal delivery or first class mail unless otherwise noted. An E-Filer also files an online/electronic report. All political parties and central committees file with the Secretary of State.
- **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.
- **Filing Deadlines:** Deadlines are extended when they fall on a Saturday, Sunday, or an official state holiday. This extension does not apply to any 24-hour independent expenditure reports (Form 496) or to 24-hour contribution reports (Form 497) that are due the weekend before the election. Such reports must be filed within 24 hours regardless of the day of the week. A \$10 per day late fine may be assessed on both the paper and electronic report resulting in a \$20/day fine.
- **Contribution Limits:** Refer to the [contribution limits chart](#) on the FPPC website.
- **Public Documents:** All forms are public documents. Campaign manuals and instructional materials available at www.fppc.ca.gov, click on the [Campaign](#) link.
- **Local Elections:** Contributions and independent expenditures made in connection with local elections not held on June 2, 2014 may also require a political party to file campaign forms such as the 24-hour election cycle reports, Forms 496/497, and the Forms 462/465. Consult the FPPC for guidance.
- ***A general run-off election for SD 23 was not required and therefore the April 24, 2014 statement deadline is no longer applicable (4/14).***