

Candidate's Statement of Qualifications Voter-Nominated Offices' Guidelines and Estimated Costs

A candidate for U.S. Representative in Congressional office may elect to have a candidate statement printed in the County Voter Information Guide (CVIG) that does not exceed 250 words and follows the guidelines as set forth in the section.

Elections Code § 13307.5

Following the passage of Proposition 34, candidates for state legislative elective offices (State Senate and Assembly) became eligible to submit a candidate's statement for the CVIG. **Only candidates who have adopted the voluntary expenditure limits, as stipulated in the legislation, are eligible to submit a statement.** The Registrar of Voters shall determine, based on information provided by the Secretary of State's Office, whether the candidate has accepted (and has not exceeded) the expenditure limit.

A state legislative candidate must indicate whether they wish to accept the expenditure limit on their Candidate Statement of Intention (Form 501). This form must be filed prior to a candidate receiving contributions or making expenditures in connection with a campaign. The original Form 501 is filed with the Secretary of State while a copy is filed with the local elections office. Candidate statements for legislative office are submitted and printed pursuant to Government Code § 85601.

Government Code §§ 85400, 85401

Candidates for Congressional and state legislative offices shall submit statements in accordance with the timeframes and procedures set forth in the elections code for the preparation of the CVIG. Statements may be filed with each county elections office in the jurisdiction that encompasses the office for which the candidate is pursuing. The statement that is filed in each county is not required to be the same version and the candidate is not obligated to file a statement with each county elections office.

Important notice to candidates in districts that encompass more than one county. *Procedures, requirements, fees, and formats for candidates' statements may vary between counties. It is the responsibility of the candidate to contact each county (in which they wish to have a statement printed) in which the district falls to obtain the appropriate information from each county. Failure to do so may jeopardize the printing of the candidate's statement.*

Candidate Information

The text of the statement shall not exceed 250 words. For more information, refer to the "Rules for Counting Words" in this guide. All statements must be submitted with the form provided by the county elections official of the county in which the candidate wishes to have their statement printed. Statements must be formatted pursuant to the guidelines provided by each county.

Content

The statement contains the candidate's name, occupation of the candidate, age, and a brief description of no more than 250 words. Statements shall not, in any way, make reference to other candidates for office or to another candidate's qualifications, character, or activities. Moreover, no statement shall contain any demonstrably false, slanderous, or libelous statements, nor any obscene or profane language.

Elections Code §§ 13307, 13308, Gov't. Code § 85601

The use of jargon, colloquialisms, slang, or other such expressions is **strongly discouraged** as they are difficult to translate appropriately into other languages and the meanings are often misinterpreted or lost. For example, "monster home," a local term for a home that is much larger than the other homes in the neighborhood, may be incorrectly translated as a "home of monsters." Candidates are encouraged to keep the translation process in mind when developing their statements and to use unambiguous and straightforward vocabulary.

Format

Candidate statements are printed in the CVIG in block paragraph format. In order to ensure uniformity of candidate statements, the candidate must prepare the statement as follows:

- Type the statement in single-spaced **paragraph format** and upper- and lower-case letters. Statement must be typewritten, or computer printed.
- Typeface of statement must be of uniform size and darkness with no unusual spacing. The following will not be permitted: (•) bullets, (1., 2., 3.) numbered bullets, (#@&) special characters as bullets, all CAPITALS, underlining, bold face or italics.
- Check statement for errors in spelling, punctuation, and grammar. Statements will appear in the CVIG **exactly as submitted by the candidate**. **NO** corrections or changes to content, format or spacing will be allowed after the statement has been filed unless ordered by a court.
- Statements **must be** confined to the maximum number of words, the maximum lines allowed and the maximum character positions in a line. Blank lines are included in the line maximum count and punctuation and spaces are included in the character position maximum count. A 250-word statement has a maximum of 44 lines with approximately 72-character positions per line. Using a computer to determine a statement's word count is **not recommended**. Please refer to "Rules for Counting Words" for guidelines on computing word counts.

ALL STATEMENTS MUST BE IN PARAGRAPH FORMAT

When candidate statements are translated into other languages the amount of text increases. Some of the translated candidate statements grow about 30% in size from the size of the original statement. The 44-line limit per 250-word candidate statement is an estimated number and may vary depending on the length of words and characters in a line. Therefore, it may be necessary for the Office of the Registrar of Voters to contact a candidate so that they reduce the number of lines in their candidate statement, which is usually complied with by combining paragraphs.

**STATEMENTS WILL NOT BE ACCEPTED UNLESS
THEY MEET FORMAT GUIDELINES**

Filing Information

Candidate statements shall be filed together with all other nomination documents in the office of the elections official of each county within the district for which the candidate wishes a statement to be printed, not later than 5:00 p.m. on the 88th day (December 8, 2023) prior to the election or in the event that the nomination period has been extended, until 5:00 p.m. on the 83rd day (December 13, 2023) prior to the election whichever is applicable.

Elections Code §§ 8024, 13307

It is strongly recommended that the statement be filed personally by the candidate. If the statement is filed by someone other than the candidate, that person should have the authority to make any needed corrections or deletions to the statement in the event that errors or an excess number of words are contained in the statement. Statements may not be changed after filing, except with a court order.

Liability

This section shall not be deemed to make any such statement or the authors of any statements, free or exempt from any civil or criminal action or penalty because of any false, slanderous or libelous statements offered for printing electronic distribution or contained in the county voter guide.

Elections Code § 13307(e)

Confidentiality

The candidate statements shall remain confidential until the close of the nomination period for the office sought. You may view or purchase copies of any candidate statement beginning the day after the close of the nomination period.

Elections Code § § 13311, 13313

Challenge of Contents

There is a 10-calendar day public examination period immediately following the filing deadline of candidate statements when the statements may be reviewed. During this examination period, any voter of the jurisdiction in which the election is being held or any candidate may take legal action to challenge the contents of the statement.

Elections Code § 13313

Anyone wishing to pursue a legal challenge to amend or delete any portion of a candidate's statement should file a writ of mandate immediately. Refer to the "Legal Examination and Writs of Mandate" section in this guide for more information.

Withdrawal

The statement may be withdrawn, but **NOT** changed, until 5:00 p.m. of the next business day after the close of the nomination period for the office sought. If a candidate statement is withdrawn, a new statement cannot be filed.

Elections Code § 13307(a)(3)

Translations of Statements

Federal and state law require voting materials be translated and available for voters. Therefore, all candidate statements will be translated and printed in the following languages, in addition to English: Chinese (Traditional), Spanish, Tagalog and Vietnamese. The Registrar of Voters prepares all County Voter Information Guides in these languages.

24-hour Sign Off Requirement

In 2018, the Registrar of Voters' Office began emailing copies of submitted candidate statements to each candidate as proof of how the statement will appear in the CVIG. Candidates are asked to confirm the accuracy of the statement within 24 hours of notification. Changes to the candidate statements, other than to conform to the filed version, are not allowed, however.

Costs

Pursuant to the census population results and the Federal Voting Rights Act of 1965, our office is mandated by the federal government to print and distribute candidate statements in the CVIG in five (5) languages: Chinese (Traditional), English, Spanish, Tagalog, and Vietnamese.

Required costs of providing statements (including translated statements) to voters shall be borne by the candidates, and payment must be made at the time of filing. The county elections official shall estimate the cost of providing the statement, based on current estimates of actual costs of printing and distributing candidate statements (including printing, handling, translating, and mailing.) **No statement will be accepted that is not accompanied by payment of the estimated cost at the time of filing.**

If a candidate alleges to be indigent, the elections official will follow the procedures set forth in elections code §13309 to determine indigence. Even if a candidate is determined to be indigent, he/she is still required to pay the actual cost of providing the statement after the election.

Elections Code § 13309

If the actual cost of printing the statement exceeds the deposited amount, the candidate will be invoiced for the remainder of the cost. If the actual cost of printing the statement is less than the deposited amount, the candidate will receive a refund of the overpayment. The actual cost will not be determined until after the election.

If district boundaries encompass multiple counties, and a candidate would like to have the candidate statement to appear on all the CVIGs, he/she must go to each county and file a candidate statement and make any applicable payment.

Estimated Cost for Candidate Statements

(Cost estimates are subject to change upon final billing after the election.)

Office/District	Statement Costs	Word Count
Congressional, District 16	\$8,910	250
Congressional, District 17	\$8,035	250
Congressional, District 18	\$6,020	250
Congressional, District 19	\$5,950	250
State Assembly, District 23	\$6,320	250
State Assembly, District 24	\$4,755	250
State Assembly, District 25	\$7,180	250
State Assembly, District 26	\$6,590	250
State Assembly, District 28	\$6,650	250
State Assembly, District 29	\$3,790	250
State Senate, District 13	\$6,815	250
State Senate, District 15	\$12,025	250

Candidate Statement Fee Check

The Office of Registrar of Voters will shred the candidate statement fee check for contests that do not appear on the ballot due to insufficient filings. Candidates who prefer to retrieve their check instead may do so by notifying staff of their preference.