

CANDIDATE STATEMENT OF QUALIFICATIONS

Election Date: November 5, 2024 General Election

PLEASE ATTACH CANDIDATE STATEMENT TO THIS FORM

Candidate Name

FIRST _____ MIDDLE (do not include hyphenated last name) _____ LAST (include all or hyphenated last names) _____

Office Sought _____

Jurisdiction _____

I understand my candidate statement will be translated. For proper translation, my name is:

- Masculine Feminine
 Androgynous or Non-binary Other: _____

OFFICE USE ONLY
Words: _____
Lines: _____
Characters: _____

Statement of _____

Candidate name as it will appear with statement in County Voter Information Guide.
Will be printed in all Capital Letters & Bold.

Candidate for _____

(Title of Office & Name of Jurisdiction)

Occupation: _____ Age: _____ (optional)

Occupation as it will appear with statement in County Voter Information Guide.
Will be printed in Upper and Lower Case Letters.

Examples of Formatted Names and Occupations:

SYLVIA SMITH
Retired Teacher

JOHN DOE
Accountant

REFER TO CANDIDATE GUIDE FOR INFORMATION ON STATEMENT COSTS AND FORMAT GUIDELINES

When submitting your candidate statement please provide written options indicating your preference on how to reduce the line count of your statement if it is over the line limit when entered in our template.

I understand that my name, occupation, and age, as listed above, will appear with my statement in the County Voter Information Guide. I also understand it may be formatted to conform with the ROV standards.

Signature of Candidate _____ Date _____

Email address (for 24-hour signoff of statement format): _____

***** CHECK BOX AND SIGN BELOW IF NOT ELECTING TO FILE A CANDIDATE STATEMENT *****

I DO NOT elect to file a statement of qualifications as permitted by Elections Code §13307.

Signature of Candidate _____ Date _____

CANDIDATE STATEMENT FORMAT GUIDES

Candidate statements are printed in the county voter information guide in block paragraph format. To ensure uniformity, candidate statements must follow the guidelines below:

- ❖ Typewritten (or computer printed) in single-spaced paragraph format with upper/lower-case letters.
- ❖ In a standard font size, spacing and darkness, and **DOES NOT** contain any of the following:
 - Bullets (•)
 - Numbered bullets (1,2,3)
 - Bullets listed in a form of Special Characters (– ☺ ♂ ♠)
 - All CAPITAL Letters with the exception of acronyms
 - Underlining
 - **Bold Face**
 - *Italics*
- ❖ Numbers and Special Characters can be used within the body of the block paragraph.
- ❖ Proofread for errors in spelling, punctuation, and grammar. Statements will appear in the county voter information guide exactly as submitted by the candidate. ***Corrections or changes to content and format will not be allowed after the statement has been filed*** unless ordered by a court of law.
- ❖ Within the word/line/spacing format limits. A 200-word statement has a maximum of 22-lines with a maximum of **72-characters** per line. A 400-word statement has a maximum of 44-lines, with the same character limit. Using a computer to determine a statement's word count is not recommended. Please refer to "Rules for Counting Words" for guidelines on how to determine word counts. In addition, when translated into other languages, the amount of text can increase up to 30 percent in size from the original statement.

RULES FOR COUNTING WORDS IN CANDIDATE STATEMENTS

(Elections Code § 9)

The candidate statement heading includes the candidate's name (required), age (optional), and occupation (optional). These words, however, do not count toward the number of words allowed for the statement. All statements will begin with the words: "**Education and Qualifications:**" followed by the text filed by the candidate.

The "**Occupation**" field in the candidate's statement is **NOT** governed by the same laws pertaining to the ballot designation; therefore, it may be different. However, if its length exceeds one line, the additional line will be counted towards the final text line-limit.

Words will be counted according to the following guidelines:

- Each word shall be counted as one word except as specified in this section.
- All proper nouns, including geographical names, shall be considered as one word; for example, "City and County of San Francisco" shall be counted as one word.
- Each abbreviation for a word, phrase, or expression shall be counted as one word.
- Hyphenated words that appear in any generally available standard reference dictionary, published in the United States at any time within the 10 calendar years immediately preceding the election for which the words are counted, shall be considered as one word; for example, "mother-in-law", "first-rate", "one-time" will be counted as one word. Each part of all other hyphenated words shall be counted as a separate word; for example, "one-half," "local-area," and "home-page" will be counted as two words.
- Dates shall be counted as one word.

- Any number consisting of a digit or digits shall be considered as one word. For example, “100” shall be counted as one word.
- Any number which is spelled out shall be considered as a separate word or words. For example, “One” shall be counted as one word whereas “one hundred” shall be counted as two words.
- Telephone numbers shall be counted as one word.
- A website address (URL) shall be counted as one word.
- Punctuation shall not be counted.

Additionally:

- Characters used in place of a word or number and that stand alone, such as “\$” or “%” shall be counted as one word.
- Characters used in conjunction with a number and necessary to combine, such as “\$100” or “100%” are not counted. For examples, “\$100” is counted as one word, while “#voteforme” would be counted as three separate words (# not counted).
- If the text exceeds the word or line limit, the author will be asked to amend their statement to bring it within the required word or line limit.

This section shall not apply to counting words for ballot designations under Elections Code § 13107.

ELECTIONS CODE - ELEC

DIVISION 0.5. PRELIMINARY PROVISIONS [1 - 362]

(Division 0.5 heading added by Stats. 1996, Ch. 1143, Sec. 17.)

CHAPTER 1 General Provisions [1. - 20]

(Chapter 1 enacted by Stats. 1994, Ch. 920, Sec. 2.)

9.

(a) Counting of words, for purposes of this code, shall be as follows:

- (1) Punctuation is not counted.
- (2) Each word shall be counted as one word except as specified in this section.
- (3) All proper nouns, including geographical names, shall be considered as one word; for example, “City and County of San Francisco” shall be counted as one word.
- (4) Each abbreviation for a word, phrase, or expression shall be counted as one word.
- (5) Hyphenated words that appear in any generally available standard reference dictionary, published in the United States at any time within the 10 calendar years immediately preceding the election for which the words are counted, shall be considered as one word. Each part of all other hyphenated words shall be counted as a separate word.
- (6) Dates shall be counted as one word.
- (7) Any number consisting of a digit or digits shall be considered as one word. Any number which is spelled, such as “one,” shall be considered as a separate word or words. “One” shall be counted as one word whereas “one hundred” shall be counted as two words. “100” shall be counted as one word.
- (8) Telephone numbers shall be counted as one word.
- (9) Internet Web site addresses shall be counted as one word.

(b) This section shall not apply to counting words for ballot designations under Section 13107.

(Amended by Stats. 2014, Ch. 697, Sec. 3. (SB 1253) Effective January 1, 2015.)

Guidelines for Counting Words

The following guidelines are for computing the word count for arguments. The author's titles and signatures are not counted in the word count, only the text. Punctuation does **not** count as a word. The Registrar of Voters will make the final determination of the word count.

	<u>WORD(S)</u>
Dictionary words <i>The words "I", "a", "the", "and", etc. are counted as individual words.</i>	One
Abbreviations/Acronyms <i>Examples: SJSU, PTA, U.S.M.C., S.J.P.D.</i>	One
Geographical names Only State of California, City, County and District names <i>Examples: City of San Jose County of Santa Clara San Jose Unified School District</i>	One
Numbers/Numerical Combinations/E-Mail Addresses <i>Digits (1, 10, or 100, etc.)</i> <i>Spelled out (one, ten, or one hundred)</i> <i>50%, ½, etc.</i> <i>Internet/E-mail addresses (www.sccvote.org/john.doe@vote.com)</i>	One One for each word One One
Numbers or letters used to identify a portion of text <i>Examples: (1) or (a)</i>	One
Dates <i>All digits (01/01/12)</i> <i>Words and digits (January 1, 2012)</i>	One One
Characters used in place of a word or number <i>Examples: & or #</i>	One
Proper Noun	One
Hyphenated words Hyphenated words that appear in any dictionary printed in the United States in the last 10 years shall be considered as one word. Each part of all other hyphenated words shall be counted as separate words. <i>Examples: Mother-in-law one-half</i>	One Two
Contact Information: Telephone numbers, Email and Website Addresses <i>Examples: (916) 777-7777 Email@email.com www.website.com</i>	One One One