

CANDIDATE STATEMENT OF QUALIFICATIONS

(Elections Code § 13307, 13308)

Candidate for the office of _____
(title of office sought)

Of the _____
(name of local agency, city, county or district)

At the _____ to be held _____

Notice to the candidate: This statement may include your age, occupation and a brief description of not more than 200 words (250 words for the candidates of state/legislative office) of your education and qualifications. This form must be in upper and lower case type as well as be double-spaced. It is important that you check your statement carefully before filing as spelling, punctuation and grammar will not be corrected. Please refer to the "Candidate's Handbook" for further detailed instructions.

I submit the following statement:

Name: _____ Age: _____
(optional)

Occupation: _____
(optional)

Education and Qualifications: *(Statement and word count begin here)*

I do not wish to have a statement printed in the voter pamphlet.

I agree to pay, upon billing, any additional cost involved in the printing and handling of the submitted statement if actual costs exceed the deposit and understand that a refund will be made if the deposit exceeds the costs. I certify under penalty of perjury that the candidate statement submitted is true and correct to the best of my knowledge and belief.

Signature: _____

Date: _____ Place of Signing: _____

Preparation of Candidate Statement

In order to insure uniformity of candidates' statement, the candidates must prepare the statement as follows:

- **Typed, upper and lower case, and double-spaced in block paragraph style, no indentations**, with spacing in between.
- Do not use any unusual spacing, bolding, underscoring, bullets, circles, stars, dots, italics, tables, lists or any other unusual punctuation or signs on the statement;
- Proof read statement thoroughly for errors in spelling, punctuation and grammar. Statements will be printed exactly as submitted. **Errors will not be corrected;**
- Confine statement to 200 words or less;
- Do not include any party affiliation;
- Do not include membership or activity in partisan political organizations.
- No statement shall contain any demonstrably false, slanderous or libelous statements nor any obscene or profane language, statements or insinuations.
- Statements for **Judicial Offices** shall be limited to a recitation of the candidate's own personal background and qualifications and shall not, in any way, make reference to other candidates for office or to another candidate's qualifications, character or activities.

Notwithstanding the above guidelines, nothing should be deemed to make any statement or author thereof free or exempt from any civil or criminal action or penalty because of any false, slanderous or libelous statements offered for printing or contained in the Voter's Pamphlet.

In the case where a candidate submits a statement that is not in conformance with the guidelines provided, such statements will be reformatted and set in uniform type by the elections official. The elections official is not responsible for the correct typesetting of statements which must be reformatted.

Statements will be printed in the Voter Information Pamphlet portion of the Sample Ballot in the order determined by the random alphabet draw pursuant to EC§ 13112.

NOTE: EC §18351 provides that any candidate for a local nonpartisan office in an election who prepares a candidate statement and knowingly makes a false statement of a material fact with the intent to mislead the voters is punishable by a fine not to exceed \$1000.

Guide lines for Determining Word Count - Listed below are the guidelines pursuant to EC§ 9 for determining the number of words submitted on any document (such as candidate statements) which is limited by statute:

- Punctuation is not counted.
- Each word shall be counted as one word except as specified in this section;
- All geographical names shall be considered 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 dictionary shall be considered as one word. Each part of All other hyphenated words shall be counted as separate words.
- Dates consisting of a combination of words and digits shall be counted as two words. However, date consisting only of a combination of digits shall be counted as one word.
- Any number consisting of a digit or digits shall be considered one word. Any number spelled 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.
- Telephone numbers shall be counted as one word.

→ Internet web site addresses shall be counted as one word.

Confidentiality of Statement – Notwithstanding any other provisions of the law, candidates' statements filed pursuant to EC§ 13307 shall remain confidential until the expiration of the filing deadline. (EC §13311)

Challenge of Contents – Candidates' statements of qualifications are available for viewing after the deadline for filing nomination papers has passed. There is then a ten (10) day public examination period whereby the documents may be reviewed and copies purchased. During this 10 calendar day examination period any voter of the affected jurisdiction may take legal action to challenge the contents of the candidate's statement pursuant to EC §13313.

Cost of Printing Candidate Statement – Because of the many unknown factors involved in printing, handling, mailing, and the number of candidates filing a statement, it is difficult to determine, prior to printing, the exact cost to each candidate who avails himself/herself of this service. *Costs could easily be higher or lower than the deposit required. Candidates will be billed or refunded the difference accordingly.*