

# County of Humboldt

## CANDIDATE GUIDE

### Presidential Primary Election June 5, 2012

#### Introduction

This Elections Guide is intended to be a general purpose resource for the **June 5, 2012, Presidential Primary Election**. We have tried to make it as useful and accurate as possible, but it should not be relied upon in place of the Elections and/or Government Codes for statutory guidance.

Candidates and others interested in the process of running for office or getting a measure on the ballot should make use of online resources from the Secretary of State and Fair Political Practices Commission (FPPC):

- [www.sos.ca.gov](http://www.sos.ca.gov) The California Secretary of State's website is an excellent reference for candidates for party nominated offices (including non-partisan voters who want to run for a partisan office), and voter nominated offices.
- [www.fppc.ca.gov](http://www.fppc.ca.gov) Creating a campaign committee requires forms and some familiarity with the California Political Reform Act. The FPPC is the ultimate source for information for campaigns and committees.

California Codes can be accessed on the internet at:  
[www.leginfo.ca.gov/calaw.html](http://www.leginfo.ca.gov/calaw.html)

# TABLE OF CONTENTS

OFFICES AVAILABLE.....3  
CANDIDATE FILING LIST.....6  
CANDIDATE FILING DOCUMENTS.....7  
CANDIDATE FINANCIAL STATEMENTS.....15  
SUMMARY OF FINANCIAL FORMS.....16  
CANDIDATE STATEMENT.....17  
BALLOT DESIGNATION.....18

## OFFICES ON THE JUNE 5, 2012 BALLOT

<b>Voter-Nominated Offices</b>					
Office	Incumbent	Jurisdiction	Term	Begins	Qualifications
U.S. Senate	Diane Feinstein (D)	Statewide	6 years	January 3, 2013 (noon)	At least 30 years old, registered voter, U.S. citizen for at least 9 years, resident of the state when elected. (U.S. Const., Art. 1, §3)
U.S. Representative in Congress	TBA	2 <sup>nd</sup> District	2 years	January 3, 2013 (noon)	At least 25 years old, registered voter, U.S. citizen for at least 7 years, resident of the state when elected. (U.S. Const., Art. 1, §2)
State Assembly	Wes Chesbro (D)	2 <sup>nd</sup> District	2 years	December 3, 2012	U.S. citizen, registered voter in the district at the time Nomination Papers are issued.* Three term limit (total 6 years)

\* Article IV, Section 2 (c), of the California Constitution requires one year residency in the legislative district and California residency for three years. However, it is the legal opinion of the Secretary of State's Office that these provisions violate the U.S. Constitution.

## Central Committee/County Councils

Office	Incumbent	Jurisdiction	Term	Begins	Qualifications
Central Committee: American Independent Democratic Republican	Names on file at the Elections Office	County, elected by supervisorial district	2 years	See party code	U.S. citizen eligible to vote in the supervisorial district the candidate seeks to represent. (Elec code §7200, 7209, 7242, 7407, 7420, 7443, 7650, 7654, 7670, 7692, 8001)
Central committees County Councils*: Libertarian Peace & Freedom	Names on file at the Elections Office	County, elected at large	2 years	See party code	U.S. citizen, resident eligible to vote in the county. Candidates who qualify for party nomination to partisan public office will automatically appear on the ballot for central committee. (Elec code §7750, 7753, 7882, 8001)
County Council: Green	Names on file at the Elections Office	County, elected at large	2 years	See party code	U.S. citizen, resident eligible to vote in the county. (Elec code §7750, 7753, 7882, 8001)

\*There are several political parties attempting to qualify for the June 5, 2012, California Primary. The list can be found at <http://www.sos.ca.gov/elections/elections.htm>. The parties must obtain the required number of registered voters (103,004) by January 3, 2012 (E-154) or signatures required for petition (1,030, 040) affiliating with their party with certified counts by January 23, 2012 (E-135, deadline falls on a weekend so moved to the next business day) in order to participate in the June 5, 2012 California Primary. (Elec code §5100)

### Partisan Office Party Affiliation Requirement

Any candidate for partisan office or for membership on a county central committee or county council shall have been registered with the political party of the nomination for which he or she seeks continuously for not less than three months prior to the time of presentation of his/her Declaration of Candidacy, or, if eligible to register for less than three months, for as long as he or she has been eligible to register to vote in California. The candidate shall not have been registered as affiliated with a political party other than that party for 12 months immediately prior to filing of the Declaration of Candidacy. This party affiliation requirement is not applicable for candidates of political parties participating in their first direct primary election subsequent to their qualification as political parties. (Election code §8001)

## Nonpartisan Offices

Office	Incumbent	Jurisdiction	Term	Begins	Qualifications
County Supervisor	Jimmy Smith	1 <sup>st</sup> District	4 years	January 7, 2013	U.S. citizen, registered voter of the district which the candidate seeks to represent for at least 30 days preceding the deadline for filing nomination documents for the office. Must reside in the district during incumbency. (Gov code §24001, 24200, 25401)
County Supervisor	Clif Clendenen	2 <sup>nd</sup> District	4 years	January 7, 2013	
County Supervisor	Mark Lovelace	3 <sup>rd</sup> District	4 years	January 7, 2013	
Superior Court Judge	Dale Reinholtsen  Timothy Cissna	County	6 years	January 7, 2013	U.S. citizen, registered voter of the state, member of the State Bar for 10 years or have served as a judge of a California court of record for 10 years immediately preceding the election. Documentation Required. (Elec code §13, 13.5, CA Const., Art. VI, §15 & §16)

## CANDIDATE FILING LIST – JUNE 5, 2012

Listed below is a description of the various mandatory and optional (\*) forms to be filed for candidacy in the June 5, 2012 Election. It is the obligation of the candidate to ensure that all filing requirements and deadlines have been met. All candidates are urged to file the required documents as early as possible to avoid a last minute rush, confusion or misunderstanding. Additionally, it is recommended that the candidate file all documents personally.

DOCUMENT	APPLIES TO	FILING PERIOD
Signature-in-Lieu Petition	Judicial candidates only (optional)	12/30/2011 – 2/8/2012 (E-158 – E-118)
Signature-in-Lieu Petition	All candidates except write-in candidates (optional)	12/30/2011 – 2/23/2012 (E-158 – E-103)
Declaration of Intention	Judicial candidates only	1/30/2012 – 2/8/2012 (E-127 – E-118)
Declaration of Intention extension	Anyone other than the judicial incumbent who did not file	2/9/2012 – 2/13/2012 (E-117 – E-113)
Declaration of Candidacy	All candidates	2/13/2012 – 3/9/2012 (E-113 – E-88)
Nomination Paper	All candidates	2/13/2012 – 3/9/2012 (E-113 – E-88)
Candidate's Statement of Qualifications	Optional for judicial, board of supervisors, county, and legislative candidates only	Must be filed & paid for with Declaration of Candidacy
Nomination Document extension	Anyone other than the incumbent who did not file	3/10/2012 – 3/14/2012 (E-87 – E-83)
Campaign Disclosure Statements	Legislative, judicial, board of supervisors candidates	See FPPC website <a href="http://www.fppc.ca.gov">www.fppc.ca.gov</a>
Code of Fair Campaign Practices	Optional for all candidates	File with Declaration of Candidacy
Statement of Economic Interests (CA form 700)	All candidates except candidates for US Senate & House	File with Declaration of Candidacy

# CANDIDATE FILING DOCUMENTS

All candidate filing documents are public at the time they are filed, except for candidate's statements of qualifications that become public at 5p.m. on the first business day following the deadline to file the statements. Dates marked with an (\*) indicate that it falls on a weekend or holiday so the activity is moved to the next business day.

## Signatures In-Lieu of Filing Fee Petition

A candidate may submit a petition containing signatures of registered voters in-lieu of paying the filing fee in order to run for office. The signatures submitted may cover all, or a portion, of the filing fee.

Signers shall be voters in the district or political subdivision in which the candidate is to be voted on. With respect to any candidacy for partisan office, signers shall be affiliated registered voters who disclosed a preference, pursuant to Section 2151, for the party, if any, in which the nomination is proposed. Signers need not be registered voters who disclosed a preference for any party when signing candidacy papers for a candidate seeking nomination to a voter-nominated office.

Signatures in lieu of filing fee petitions may be submitted to the elections official on an on-going basis. (Administrative Code §20533)

The petitions must be filed with the county elections official in the county where circulated:

- no later than 5 p.m. on February 8 (for judicial candidates filing declarations of intention) and **prior to filing a declaration of intention**, or
- no later than 5p.m. on February 23 (for all other candidates) and **prior to filing a declaration of candidacy** which cannot be done until the nomination signature requirement has been satisfied.

No additional signatures may be filed after either declaration has been filed; however, supplemental signatures may be filed to replace signatures in the original filings that were found invalid (§8106(b)(3)). The elections official shall notify the candidate of the number of invalid signatures within 10 days of filing. The candidate shall cover the deficiency either by submitting a supplemental petition or paying the balance due of the filing fee no later than March 9, 2012, for candidates filing a declaration of candidacy by that date.

If a petition submitted containing numerous duplicate signatures in order to file a larger number of signatures-in-lieu, those signatures will be disqualified and credit toward the filing fee will not be given to them. The candidate must either pay the full amount remaining of the filing fee or forfeit the opportunity to be a candidate.

**That portion of the filing fee not covered by the signatures must be paid in full before the declaration of candidacy and nomination petition may be filed.**

If forms are issued as signatures-in-lieu petitions, they must be returned by the deadlines listed above. DO NOT use the signatures-in-lieu petitions for collecting

nomination signatures during the nomination petition signature gathering period from February 13 to March 9. Candidates must obtain a nomination petition during that period in order to collect any nomination signatures that may be needed.

**The names and addresses of candidates requesting signatures-in-lieu petitions are considered public information.**

(Elections Code §8105, 8106)

**Who Files:** Optional for all candidates

**Deadline**

- February 8, 2012 - Judicial Candidates
- February 23, 2012 - Legislative office, U.S. Senate, Congressional, local and Independent candidates

## **Signatures-in-Lieu towards Nomination Signatures**

If a candidate submits a signatures-in-lieu petition, the county election official shall also count those valid signatures appearing on the petition toward the number of voter signatures required for the candidate's nomination paper.

If the signatures-in-lieu petition contains the requisite number of valid signatures required for the nomination paper, the candidate is NOT required to circulate and file separate nomination papers. Instead, the candidate may submit a written request to the county elections official to count the valid signatures on the signatures-in-lieu petition toward the nomination signature requirement. However, the other required documents (i.e. declaration of candidacy, etc.) must still be filed during the appropriate time frame.

If the signatures-in-lieu petition does not contain the requisite number of valid signatures required for the nomination paper, the candidate must circulate and file a separate nomination petition to be signed by qualified registered voters during the nomination period.

**In order for a signature to be considered valid and count toward the nomination signature requirement for partisan offices (President and Central Committee), the voter must be registered with the same political party as the candidate.**

The signatures-in-lieu petitions and/or the nomination paper must be delivered to the county elections official of the county in which the signers of the petition reside. Therefore, all signers on a petition section must reside in the same county.

(Elections Code §8020, 8022, 8040-8041, 8061-8063, 8105-8106)

**Who Files:** All candidates who file signature-in-lieu petitions

### **Deadline**

- February 8, 2012 - Judicial Candidates
- February 23, 2012 - Legislative, U.S. Senate, Congressional and local candidates

## **Declaration of Intention**

Candidates for judicial offices are required to file a declaration of intention to become a candidate prior to filing their nomination documents consisting of a declaration of candidacy and a nomination paper with the requisite number of signatures.

Candidates are required to pay the NONREFUNDABLE filing fee or submit in-lieu signatures for all or a portion of the filing fee at the time of filing the declaration of intention.

The declaration of intention must be obtained from and filed with the elections official in the county in which the candidate is a resident.

(Elections Code §8023)

**Who Files:** Judicial Candidates

### **Deadline**

- February 8, 2012
- Extended to February 13, 2012 if the incumbent does not file.

## **Declaration of Candidacy**

The declaration of candidacy is the official nomination document, wherein the candidate indicates how his/her name and ballot designation will appear on the ballot. Additionally, the candidate declares that he/she meets the statutory and/or constitutional qualifications for the office sought, and that if nominated, the candidate will accept the nomination and not withdraw.

The oath of office on the declaration of candidacy form must be taken and signed by the candidate before a person authorized to administer oaths. The election official and notaries public are so authorized.

A candidate for a voter-nominated office may indicate his or her party preference, or lack of party preference, as disclosed upon the candidate's most recent statement of registration, upon his or her declaration of candidacy. If a candidate indicates his or her party preference on his or her declaration of candidacy, it shall appear on the primary and general election ballot in conjunction with his or her name. The candidate's designated party preference on the ballot shall not be changed between the primary and general election. A candidate for voter-nominated office may also choose not to have the party preference disclosed upon the candidate's most recent affidavit of registration indicated upon the ballot.

The candidate is required to execute the declaration of candidacy in the office of the elections official, unless a written statement is signed and dated by the candidate designating a person to receive the declaration of candidacy form from the elections official and deliver it to the candidate. The written statement from the candidate shall include the language indicating that the candidate is aware that the declaration of candidacy must be properly executed and delivered to the elections official in the county of the candidate's residence by the 88<sup>th</sup> day prior to the primary election.

(Elections Code §8002.5(a), 8020, 8023, 8028, 8101, 8105, 8121)

**Who Files:** All Candidates

### **Deadline**

- March 9, 2012
- Extended to March 14, 2012 if the incumbent does not file

## **Nomination Paper**

A nomination paper must be filed by all candidates up for election on June 5, 2012. The nomination paper consists of a petition that must contain anywhere from 65 to 20 valid signatures depending on the office sought. The petition may be obtained and filed prior to filing the declaration of candidacy.

The nomination paper shall be delivered to the elections official of the county in which the signer resides and is a voter.

No more signers shall be secured for any candidate than the maximum specified. If, however, through miscalculation or otherwise, more signers are secured than the maximum number, the officer with whom the nomination papers are filed shall, with the written consent of the candidate, withdraw the excess number.

Signers shall be voters in the district or political subdivision in which the candidate is to be voted on. With respect to any candidacy for a partisan office, signers shall be affiliated registered voters who disclosed a preference, pursuant to Section 2151, for the party, if any, in which the nomination is proposed. Signers need not be registered voters who disclosed a preference for any party when signing candidacy papers for a candidate seeking nomination to a voter-nominated office.

No signer shall, at the time of signing a certificate, have his or her name signed to any other nomination paper for any other candidate for the same office or, in case there are several places to be filled in the same office, signed to more nomination papers for candidates for that office than there are places to be filled.

The elections official shall transmit to the Secretary of State the nomination document for each candidate for state office, United States Senator, Representative in Congress, and Member of the State Senate or State Assembly.

(Elections Code §8020, 8041, 8062-8070, 8081)

**Who Files:** All Candidates

### **Deadline**

- March 9, 2012
- Extend to March 14, 2012 if the incumbent does not file

## **Candidate's Statement of Qualifications**

A statement by the candidate describing his or her education and qualifications shall be printed in the voter's information pamphlet section of the county sample ballot. The statement must be paid for at the time of filing the declaration of candidacy unless the district has agreed to pay for the statement. Or, in the case of legislative candidates filing outside their home county, the deadline is March 9, 2012. The statement may be withdrawn by 5 p.m. on the first business day following the filing deadline.

(Elections Code §13307)

**Who Files:** Optional for judicial, board of supervisors, county and congressional candidates. Statement is printed in the county voter pamphlet.

Candidates for legislative office who agree to adhere to the spending limitations of Prop. 34 may file a statement for printing in the county voter pamphlet.

### **Deadline**

- March 9, 2012
- Extended to March 14, 2012 if the incumbent does not file

## **Candidate Intention & Campaign Disclosure Forms**

These periodic statements disclosing contributions made to and expenditures made by the candidate or committee must be filed at least once and possibly several times during an election cycle if more than \$1,000 is being raised or spent.

(Government Code §84200, 84218)

**Who Files:** Legislative, judicial & county supervisor

### **Deadline**

- See Campaign Financial Statements on page 14

## **Code of Fair Campaign Practices**

May be voluntarily subscribed to by candidates for public office.

(Elections Code §20400-20444)

**Who Files:** Optional for all candidates

### **Deadline**

- March 9, 2012
- Extended to March 14, 2012 if incumbent does not file

## **Statement of Economic Interests (CA Form 700)**

When candidates file their declaration of candidacy for the June primary, they must also file statements of economic interests disclosing their investments, interests in real property, and any income received during the preceding 12 months.

The statement is not required if the candidate has filed such a statement within the past 60 days for the same jurisdiction.

(Gov. Code §87200, 87201, 87302.3, 87500)

**Who Files:** All candidates EXCEPT US Senate and Congress, and party central committees

### **Deadline**

- March 9, 2012
- Extended to March 14, 2012 if the incumbent does not file

# CAMPAIGN FINANCIAL STATEMENTS

Filing Schedule for June 5, 2012 Election

**Candidates for Local Offices(including Superior Court Judges)  
Committees Primarily Formed to Support/Oppose Local Candidates  
Committees Primarily Formed to Support/Oppose Local Measures**

<b>FILING DEADLINE</b>	<b>STATEMENT</b>	<b>PERIOD COVERED</b>	<b>METHOD OF DELIVERY</b>
January 31, 2012	460 Semi-annual	7/1/2011- 12/31/2011	Personal Delivery First Class Mail
March 22, 2012	460 Pre-Election	1/1/2012- 3/17/2012	Personal Delivery First Class Mail
May 24, 2012	460 Pre-Election	3/18/2012- 5/19/2012	Personal Delivery Guaranteed Overnight Service
June 1, 2012	460 Pre-Election for County office candidates ONLY	5/20/2012- 5/31/2012	Personal Delivery Guaranteed Overnight Service
Within 24 Hours	497 Late Contributions & Independent Expenditures of \$1000 or more	5/20/2012- 6/4/2012	Personal Delivery First Class Mail Fax
July 31, 2012	460 Semi-Annual	(start varies)- 6/30/2012	Personal Delivery First Class Mail

# SUMMARY OF FINANCIAL FORMS

**Form 501: Candidate Intention.** Any candidate for state or local offices in California must file this form with their elections official before soliciting or receiving campaign contributions (including loans and use of personal funds).

**Form 410: Statement of Organization.** Individuals or groups organizing a committee must file a Form 410 with the Secretary of State and a copy with their Registrar of Voters within 10 Days of receiving \$1,000.

**Form 460: Recipient Committee Campaign Statement.** For use by **ALL** recipient committees, including candidates, officeholders, and their controlled committees who raise or spend \$1,000 or more. This form is used for the pre-election and semi-annual disclosure statements.

**Form 470: Candidate and Officeholder Campaign Statement – Short Form.** Candidates and officeholders who spend less than \$1,000 for the calendar year file Form 470. If Form 470 is filed with the declaration of candidacy, or before the first pre-election filing deadline, no additional campaign statement needs to be filed in connection with the election so long as total receipts and expenditures remain less than \$1,000.

**Form 497: Late Contribution Report.** A late contribution is a monetary or non-monetary contribution, including a loan that totals \$1,000 or more from a single source that is made to or received by a candidate, a controlled committee, or ballot measure committee during the 16 days before the election. This must be filed by personal delivery, guaranteed overnight mail, fax or telegram within 24 hours. Regular mail may not be used.

## Filing Locations

**Humboldt County Registrar of Voters**  
3033 H Street, Room 20  
Eureka, CA 95501  
(707) 445-7481  
FAX (707) 445-7241

**Secretary of State**  
Political Reform Division  
1500 11<sup>th</sup> Street, 4<sup>th</sup> Floor  
P.O. Box 1467  
Sacramento, CA 95812-1467  
(916) 653-6224

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**For Questions or to Access  
Forms On-Line Contact:  
Fair Political Practices Commission (FPPC)**  
428 J Street, Suite 620  
Sacramento, CA 95812-0807  
(916) 322-5560  
Advice Line: (866) 275-3772  
[www.fppc.ca.gov](http://www.fppc.ca.gov)

## Candidate Statement Guidelines

### County Officers - No Party Preference Elections Code § 13307-13309

Each candidate for local, nonpartisan elective office may prepare a candidate's statement on an appropriate form provided by the County Elections Office. The statement may include the name, age and occupation of the candidate and a brief description of **no more than 200 words** of the candidate's education and qualifications.

The statement **shall not** include any of the following:

- Party affiliation of the candidate
- Membership activity in partisan political organizations
- Reference to other candidates for office or to another candidate's qualifications
- Typographic accents, such as:
  - Underlining
  - Bold Lettering**
  - Italics*
  - Bullets

Candidate Statements submitted by a candidate for **Superior Court Judge** are limited to a recitation of the candidate's own personal background and qualifications and may not make any reference to other candidate's qualifications, character or activities. Elections Code §13308.

### Statewide Offices/Legislative Offices Gov't Code §85601(c)

State Senate and Assembly legislative candidates, who choose to keep their campaign spending under specified dollar limits, may buy space in the voter information portion of the county sample ballot for a 250-word candidate statement. Proposition 34 established voluntary spending limits for candidates running for statewide office, the state Senate and the state Assembly. Candidates who choose to accept the spending limits are allowed to buy space for a 250-word candidate statement in either the state Voter Information Guide or in the voter information portion of the county sample ballot. Candidates affected by Proposition 34 should visit the Secretary of State's website at [www.sos.ca.gov/elections](http://www.sos.ca.gov/elections) for additional information.

### Congressional Candidates Elections Code § 13307.5

A candidate for United States Representative may purchase the space to place a statement in the voter information portion of the sample ballot that does not exceed 250 words.

Candidate Statements **remain confidential until the expiration of the filing deadline.** EC §13311

Statements must be filed by the close of the nomination period which is March 9, 2012, at 5:00 p.m. (If an incumbent fails to file a Declaration of Candidacy for that race, the deadline is extended until March 14, 2012, at 5:00 p.m. The statement may be **withdrawn, but not changed**, during the nomination period and until 5:00 p.m. of the next working day after the close of the nomination period. The candidate statement should be typed in the format provided by the Elections Office. **Handwritten statements will not be accepted for publication.** If you submit your statement on a CD or DVD, using Microsoft Word format, you will be given a \$50.00 discount. Attach a printed copy of your statement to the form provided and submit it with the CD or DVD. **The electronic and hard copies must match. Proofread your statement carefully BEFORE submitting it. Statements will be printed as submitted.** Errors in spelling, punctuation, grammar, or intent **WILL NOT BE CORRECTED.** If the electronic and hard copies do not match, the Elections Office will choose the version to be printed.

Payment of the estimated cost for printing the statement is due at the time of submission. The Elections Office estimates the total cost of printing and handling the candidate statement and requires each candidate filing a statement to pay in advance the entire amount. If more than one candidate files a candidate' statement for the same office, the cost will be shared among the candidates. Once the actual number of candidates in each race is determined, the candidates will be notified of the adjusted amount. The Elections Office will refund any excess amount within 30 days of the financial reconciliation of the Election.

The fee charged will be for a single election (i.e., June 5, 2012, Presidential Primary Election). A candidate participating in a run-off will need to submit a candidate's statement again and pay the estimated fee if they wish a statement in a run-off election sample ballot.

# BALLOT DESIGNATIONS

The ballot designation is the word or group of words that will appear on the ballot under the candidate's name, designating the principal profession, vocation, or occupation of the candidate.

Elections Code Sections 13107, 13107.3 (Statutes of 2010) and 13107.5 governs: With the exception of candidates for Justice of the State Supreme Court or Court of Appeal, immediately under the name of each candidate, and not separated from the name by any line, unless the designation made by the candidate pursuant to Section 8002.5 must be listed immediately below the name of the candidate pursuant to Section 13105, and in that case immediately under the designation, may appear at the option of the candidate only one of the following designations. Each candidate who submits a ballot designation shall file, in addition to the nomination documents filed pursuant to §8020, a ballot designation worksheet that supports the use of that ballot designation by the candidate. The Ballot Designation Worksheet is obtained from the Elections Department.

The ballot designation must be chosen from one of the four categories below:

- 1) **Elective Office:** Words designating the elective city, county, district, state, or federal office which the candidate holds at the time of filing the nomination documents to which he or she was elected by vote of the people, or to which he or she was appointed, in the case of a superior court judge.
- 2) **Incumbent:** The word "incumbent" if the candidate is a candidate for the same office which he or she holds at the time of filing the nomination papers, and was elected to that office by a vote of the people, or, in the case of a superior court judge, was appointed to that office.
- 3) **3-word Profession/Occupation/Vocation:** No more than three words designating either the current principal professions, vocations or occupations of the candidate, or the principal professions, vocations, or occupations of the candidate during the calendar year immediately preceding the filing of nomination documents. For purposes of this section, all California geographical names shall be considered to be 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. Each part of all other hyphenated words shall be counted as a separate word.
  - a. **"Profession"** means a field of employment requiring special education or skill and requiring knowledge of a particular discipline.  
**Examples of acceptable designations:** Attorney, Physician, Accountant, Architect, and Teacher
  - b. **"Vocation"** means a trade, a religious calling, or the work upon which a person, in most but not all cases, relies for his or her livelihood and spends a major portion of his or her time.  
**Examples of acceptable designations:** Minister, Priest, Mother, Father, Homemaker, Dependent Care Provider, Carpenter, Plumber, Electrician, and Cabinetmaker
  - c. **"Occupation"** means the employment in which one regularly engages or follows as the means of making a livelihood.  
**Examples of acceptable designations:** Rancher, Restaurateur, Retail Salesperson, Manual Laborer, Construction Worker, Computer Manufacturing Executive, Military Pilot, Secretary, and Police Officer
- 4) **Appointed Incumbent:** The phrase "appointed incumbent" may be used if:
  - a. The candidate holds an office other than a judicial office by virtue of appointment, and the candidate is a candidate for the election to the same office, or,
  - b. If the candidate is a candidate for election to the same office or to some other office, the word "appointed" and the title of the office.

In either instance, the candidate may **not** use the unmodified word "incumbent" or any words designating the office unmodified by the word "appointed." However, the phrase "appointed incumbent" shall not be required of a candidate who seeks reelection to an office which he or she holds and to which he or she was appointed, as a nominated candidate, in lieu of an election.

**Community Volunteer:** A candidate's ballot designation as "community volunteer" shall constitute a valid principal vocation or occupation for purposes of subdivision (a) of Section 13107, if not otherwise in violation of any of the restrictions set forth in that section, and subject to the following conditions:

- 1) A candidate's community volunteer activities constitute his or her principal profession, vocation, or occupation.
- 2) A candidate is not engaged concurrently in another principal profession, vocation, or occupation.
- 3) A candidate may not use the designation of "community volunteer" in combination with any other principal profession, vocation, or occupation designation.

The Secretary of State shall by regulation define what constitutes a community volunteer for purposes of this section.

**Titles or Degrees Prohibited:** No title or degree shall appear on the same line on a ballot as a candidate's name, either before or after the candidate's name, in the case of any election to any office. (Elections Code §13106)

**Unacceptable Designations:** Pursuant to Elections Code §13107(b), neither the Secretary of State nor any other election official shall accept a designation of which any of the following would be true:

- 1) It would mislead the voter.
- 2) It would suggest an evaluation of a candidate, such as outstanding, leading, expert, virtuous, or eminent.
- 3) It abbreviates the word "retired" or places it following any word or words which it modifies.
- 4) It uses a word or prefix, such as "former" or "ex", which means a prior status. The only exception is the use of the word "retired."
- 5) It uses the name of any political party, whether or not it has qualified for the ballot.
- 6) It uses a word or words referring to a racial, religious, or ethnic group.
- 7) It refers to any activity prohibited by law.

**Rejected Ballot Designations:** If, after checking the Declaration of Candidacy and the Ballot Designation Worksheet, the election official finds the designation to be in violation of any of the restrictions set forth in §13107, the elections official shall notify the candidate by registered or certified mail return receipt requested, addressed to the mailing address provided on the candidate's ballot designation worksheet.

The candidate shall, within three (3) days, excluding Saturday and Sunday, and state holidays, from the date of receipt of the notice, appear before the election officer or, in the case of the Secretary of State, notify the Secretary of State by telephone, and provide a designation that complies with subdivision (a).

In the event the candidate fails to provide an alternate designation within the three-day period, no designation shall appear after the candidate's name.

**Ballot Designation Worksheet:** A ballot designation worksheet must be completed at the time of filing. Election Code 13107.3 states:

- (a) Each candidate who submits a ballot designation pursuant to subdivision (a) of Section 13107 shall file, in addition to the nomination documents filed pursuant to Section 8020, a ballot designation worksheet that supports the use of that ballot designation by the candidate, in a format prescribed by the Secretary of State.
- (b) The ballot designation worksheet shall be filed with the elections official at the same time that the candidate files his or her declaration of candidacy.
- (c) In the event that a candidate fails to file a ballot designation worksheet in accordance with subdivision (a), no designation shall appear under the candidate's name on the ballot.