

BASIC STEPS IN RUNNING FOR OFFICE

It's easy to get started running for office. In order to be eligible to hold office as a member of the City Council, a person must be a registered voter in the District for which you are running, in Fremont at the time nomination papers are issued for your candidacy. In order to qualify as a registered voter in Fremont, you must be a United States citizen; a resident of Fremont; at least 18 years of age on the date of the next election; and, not in prison or on parole for a felony conviction.

During a specified period known as the "Nomination Period," you obtain the official papers from the Fremont City Clerk; you have a minimum of 20, maximum of 30 registered voters from your District sign your papers; you complete the papers; and you turn them into the Fremont City Clerk before the end of the Nomination Period.

However, before starting your campaign, you'll need to become familiar with a number of other requirements. This is not an all-inclusive list, so please be sure to check with the Fremont City Clerk on other requirements.

FPPC RULES AND REQUIREMENTS

You and your treasurer will need to become conversant with the rules of the Political Reform Act, which is the State law that regulates contributions and expenditures for elective offices in California. There are campaign laws and regulations you must follow. The Fair Political Practices Commission (the FPPC) has regulatory responsibility and authority for the Act.

Please see the FPPC website to see their new "FPPC Candidate Toolkit" page on how to get started:

<http://www.fppc.ca.gov/learn/campaign-rules/candidate-toolkit-getting-started.html>

FPPC manual for Local Officials is available from the FPPC website at <http://www.fppc.ca.gov>.

If you plan on receiving or spending more than \$2,000 on your campaign, here are some things you'll need to do:

- Get a copy of Campaign Manual 2 from the FPPC website; read it and give a copy to your Treasurer.
- Check with your City Clerk to become familiar with any special requirements your City has regarding campaign contributions and expenditures, particularly those related to contribution limits and times during which contributions may be accepted.
- Before you collect or spend any funds in connection with your campaign, file a Form 501, Candidate Intention Statement.

- Open a bank account for your committee.
- Within 10 days of receiving \$2,000 in contributions, file a Form 410, Statement of Organization.
- Become familiar with campaign report filing requirements and deadlines.
- Attend an FPPC seminar (information available on the FPPC website or call the FPPC at 1-916-322-5660).

HOW TO RUN FOR OFFICE

Nomination Papers

Every election starts with a "Nominating period." This is the period of time that begins 113 days before the day of the election and ends 88 days before the day of the election. This is the only period of time during which you can obtain and return the "nomination papers," which are the forms you need to submit in order to run for office. Contact the City Clerk for an appointment.

Obtain Signatures

Obtain the signatures of a minimum of 20, maximum of 30 registered voters on your nomination papers.

Ballot Designation

This is the word or group of not more than three words which will appear on the ballot under your name. It designates your principal profession, vocation or occupation, subject to certain requirements of the Elections Code.

Candidate's Statement

Start thinking about what you want your candidate's statement to say. Your statement is limited to 200 words, as defined by the Elections Code. Check with your City Clerk regarding costs and deposits related to printing, translating and publishing your candidate's statement. A \$3,000 deposit must be submitted for the publication of the statement in the ballot pamphlet.

Campaign Signs

Please go to the link to review the regulations: [Guide to Political Signage Placement of Campaign Signs](#).

And Remember . . .

YOUR CITY CLERK IS HAPPY TO ASSIST YOU!!!

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