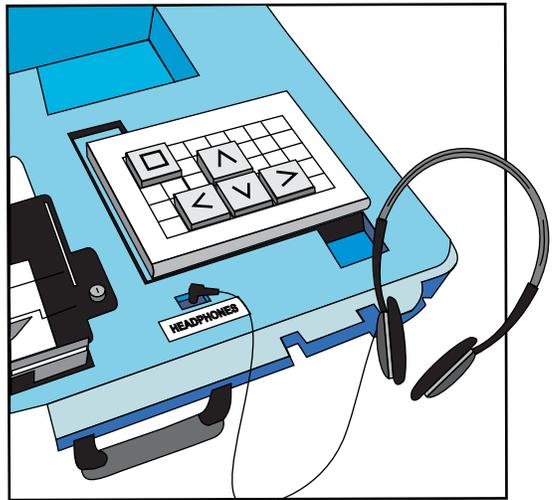


Candidate Handbook and Resource Guide



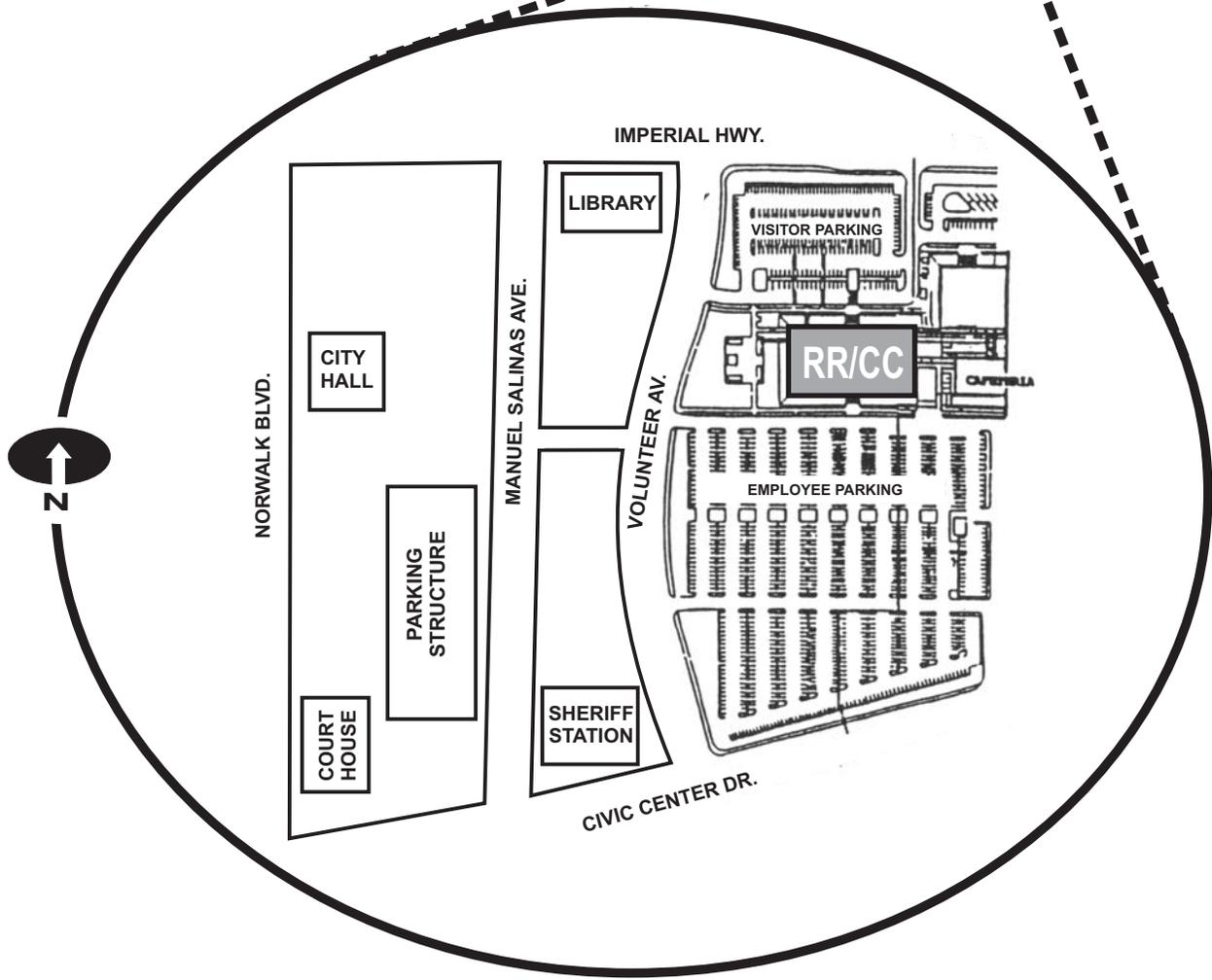
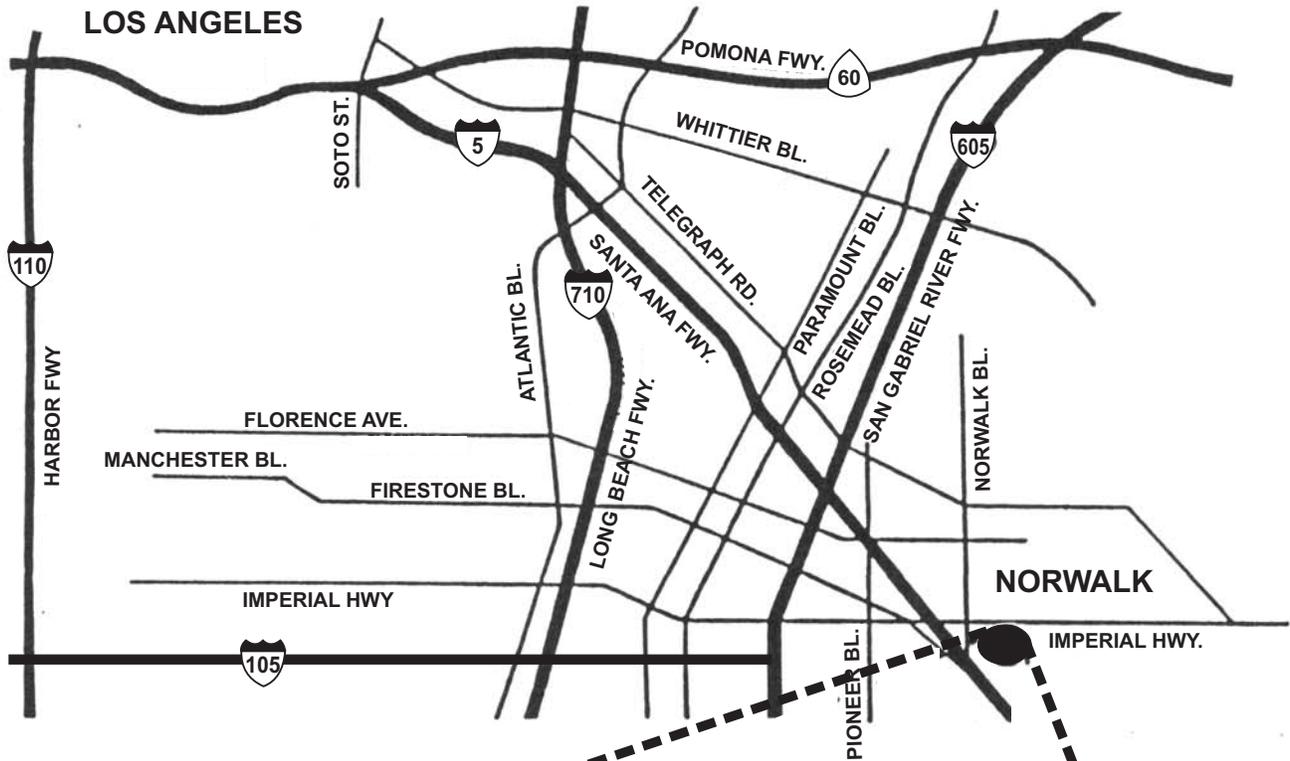
**37th Congressional District
Special Primary Election
June 26, 2007**

**Special Election
August 21, 2007**



Conny B. McCormack
Registrar-Recorder/County Clerk
12400 Imperial Highway - Norwalk, CA 90650
(562)466-1310

COUNTY OF LOS ANGELES
REGISTRAR-RECORDER/COUNTY CLERK
12400 IMPERIAL HWY., NORWALK, CA 90650



NOTICE

This Candidate Handbook & Resource Guide has been prepared to assist you in filing documents relating to the election. It includes a calendar of events and summary of provisions and filing requirements. It is not intended to provide legal advice and is for general guidance only.

Please note that it is not within the purview of this office to determine whether a candidate meets the requirements for holding office. Individuals with questions concerning their own or other candidate qualifications or other related matters should seek legal counsel.

Candidates and others using this Handbook & Resource Guide must bear full responsibility to make their own determinations as to all legal standards, duties and factual material contained therein.

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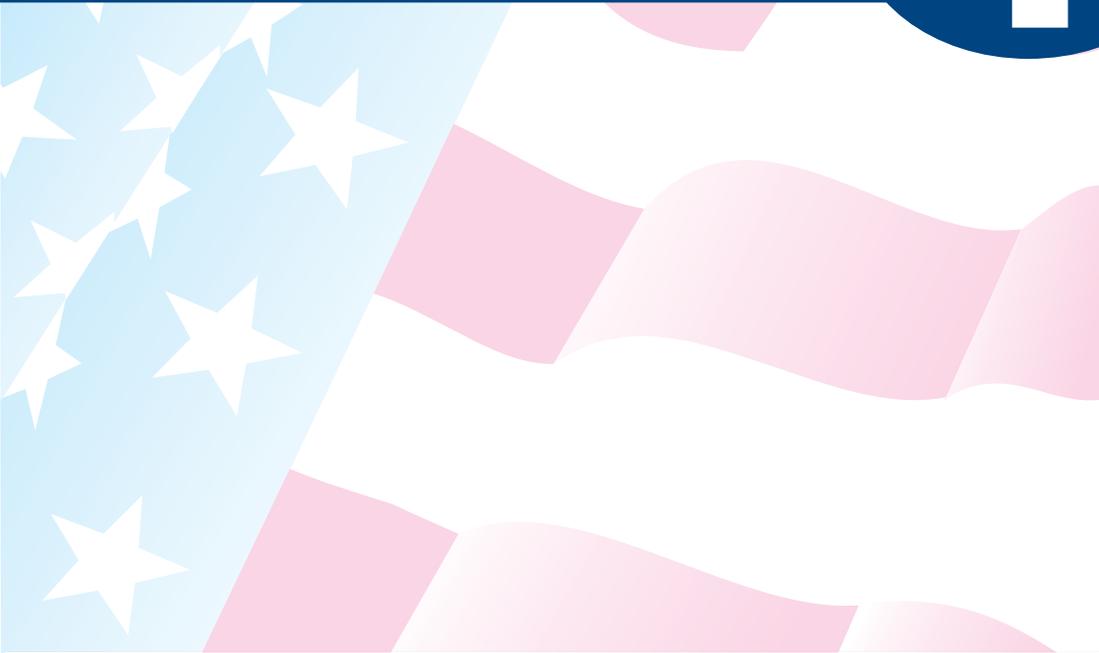
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Section

1

A stylized graphic of the American flag, featuring a light blue field with white stars on the left and wavy pink and white stripes on the right.

**Candidate
Handbook**

Chapter 1

CALENDAR OF EVENTS

CALENDAR OF EVENTS

37th CONGRESSIONAL DISTRICT SPECIAL PRIMARY ELECTION
JUNE 26, 2007

IMPORTANT NOTICE

All documents are to be filed with and duties performed by the
Registrar-Recorder/County Clerk unless otherwise specified.

DATES	EVENTS
APR. 22 (Su)	VACANCY OCCURED
APR. 26 (Th)	GOVERNOR'S PROCLAMATION On this date the Governor issued the proclamation calling the special election. (E. C. §§ 10700 & 10703 & Govt. Code § 1773)
APR. 24 (Tu) E-63	APR. 30* (M) E-57* PETITION FORMS FOR SIGNATURES IN LIEU OF FILING FEE Petition forms may be obtained to secure signatures in lieu of all or a portion of the filing fee. Signatures submitted on in lieu petitions may also be applied to the signature requirements on nomination documents if signers are affiliated with same political party as candidate. The petitions must be filed no later than April 30, 2007. (E. C. §§ 8061 & 8106)
APR. 26 (Th) E-61	MAY 14 (M) E-43 NOMINATION PERIOD (INCLUDING INDEPENDENT CANDIDATES) First and last day to circulate and leave nomination documents for examination and certification. (E. C. §§ 8020, 8028, 8040, 8041, 8062 & 10704)
APR. 30 (M) E-57	JUNE 12 (Tu) 5 P.M. E-14 WRITE-IN CANDIDATES DECLARATION PERIOD A name written on a ballot will not be counted unless the person has filed a declaration of candidacy during this period stating that he or she is a write-in candidate for the election. (E. C. §§ 8600 & 8601)

*Date adjusted due to weekend and/or holiday.

DATES		EVENTS
APR. 30*(M) E-57*		SIGNATURES IN LIEU PETITIONS - DEADLINE Last day for candidates to file signature in lieu petitions. Candidates will be notified within 10 calendar days of filing the petition of any deficiency. Candidate may then, prior to the close of the nomination period, submit a supplemental petition or pay the pro rata portion of the filing fee to make up the deficiency. (E. C. §§ 8061, 8105 & 8106)
MAY 15 (Tu) E-42	MAY 24 (Th) 5 P.M. E-33	PUBLIC EXAMINATION PERIOD FOR CANDIDATES' NAMES AND BALLOT DESIGNATIONS During this period candidates' names and ballot designations shall be open for public examination. A fee may be charged to any person obtaining a copy of the material. During this period any person may file a writ of mandate or an injunction to require any or all of the material to be amended or deleted. (E. C. § 13313) TRANSLITERATION REVIEW PERIOD First and last day candidates may review transliteration of their names. Requests for changes must be submitted to the county elections official no later than the last day of the review period.
MAY 15 (Tu) E-42		RANDOMIZED ALPHABET DRAWING BY SECRETARY OF STATE The Secretary of State shall hold a public drawing to determine order of candidates' names on ballot by randomly drawing each letter of the alphabet. (E. C. § 13112)
MAY 17 (Th) E-40		COPIES OF VOTER INDEX Date voter index available to candidates and committees at a cost of fifty cents (\$.50) per thousand names. (E. C. § 2184)
MAY 17 (Th) E-40	JUNE 18*(M) E-8*	MAIL SAMPLE BALLOTS A sample ballot booklet shall be mailed to each voter in the district during this period. (E. C. § 13303)

*Date adjusted due to weekend and/or holiday.

DATES		EVENTS
MAY 18 (F) E-39		CERTIFICATION OF NOMINATION DOCUMENTS TO SECRETARY OF STATE Last day to certify and transmit nomination documents to Secretary of State. (E. C. § 10704)
MAY 21 (M) E-36		CERTIFIED LIST OF CANDIDATES Last day for the Secretary of State to send the certified list of candidates to the county elections official.
MAY 29* (Tu) E-28*		PRECINCT OFFICERS AND POLLING PLACES – APPOINTMENT Last day to appoint precinct officers and designate polling places. A notice of appointment shall be mailed to each precinct officer appointed. (E. C. §§ 12286, 12307 & 12319)
JUNE 1 (F) E-25	JUNE 19 (Tu) E-7	ABSENT VOTERS – FIRST AND LAST DAY TO APPLY Applications may be filed between these dates (both dates inclusive). Applications received prior to the 25th day preceding the election will be kept and processed during this period. (E. C. §§ 3001 & 10704)
JUNE 11 (M) E-15		REGISTRATION CLOSES Last day to register or transfer to vote in the election. (E. C. § 2107)

*Date adjusted due to weekend and/or holiday.

DATES		EVENTS
JUNE 12 (Tu) E-14	JUNE 19 (Tu) E-7	<p>NEW CITIZEN REGISTRATION/VOTING Between these dates any new citizen (a person who meets all requirements of an elector and has become a U.S. citizen after the 14th day prior to the election but on or before the 7th day prior to that election) is eligible to register and vote at this office. New citizen must provide proof of citizenship prior to voting. (E. C. §§ 331 & 3500-3503)</p>
JUNE 12 (Tu) 5 P.M. E-14		<p>WRITE-IN CANDIDATES DECLARATION DEADLINE Last day for a candidate to file a declaration of candidacy stating that he or she is a write-in candidate for the election. (E. C. §§ 8600 & 8601)</p> <p>BILINGUAL PRECINCT OFFICER LIST Last day to prepare list of appointed bilingual precinct officers. (E. C. § 12303)</p>
JUNE 18* (M) E-8*		<p>TALLY CENTER LOCATION PUBLICATION Not later than this date a notice specifying the public place to be used as the central tally center for counting the ballots shall be published once in a newspaper of general circulation within the district. (E. C. § 12109)</p>
JUNE 19 (Tu) 5 P.M. E-7		<p>POLLING PLACES PUBLICATION Not later than this date, a list of polling places for each precinct shall be published once in a newspaper of general circulation within the district. (E. C. § 12105 & Govt. Code § 6061)</p> <p>CANVASS ABSENT VOTER BALLOTS The canvass may commence on the 7th day before the election but the results of the tally shall not be released until after the polls close. (E. C. § 15101)</p>

*Date adjusted due to weekend and/or holiday.

DATES		EVENTS
JUNE 19 (Tu) 5 P.M. E-7		COMPUTER PROGRAM TO SECRETARY OF STATE Last day to send copy of computer vote counting program and Certificate of Logic and Accuracy Test to Secretary of State. (E. C. § 15001)
JUNE 20 (W) E-6	JUNE 26 (Tu) ELECTION DAY	EMERGENCY ABSENT VOTING Between these dates any voter may apply for an absentee ballot if conditions require his or her absence from the precinct on election day. The voter may designate an authorized representative to pick up and return the ballot. (E. C. §§ 3021 & 3110)
JUNE 26 (Tu) ELECTION DAY		ELECTION DAY Polls open 7 A.M. and close 8 P. M. (E. C. §§ 10703 & 14212) NOTE: If at the hour of closing, there are any other qualified voters in the polling place or in line at the door, who have not been able to vote since appearing, the polls shall be kept open a sufficient amount of time to enable them to vote. (E. C. § 14401) ABSENT VOTER BALLOTS RETURNED – 8 P.M. Last day for absent voter ballots to be received or turned in personally by the voter at any polling place in the jurisdiction. A designated family member may return the voted ballot under specified conditions. (E. C. §§ 3017 & 3020)

DATES		EVENTS
JUNE 27 (W) E+1	JUNE 29 (F) E+3	OFFICIAL CANVASS During this period the Registrar-Recorder/County Clerk will conduct the official canvass operations.
JUNE 29 (F) E+3		COMPLETION OF OFFICIAL CANVASS The official canvass must be completed within 28 days of the election. The legal deadline for elections officials to certify the election result is July 24, 2007 . (E. C. §§ 15301 & 15372)

If any candidate receives a majority of all votes cast at the special primary election he or she shall be declared elected and the special general election shall not be held.

If no candidate receives a majority of votes cast at the special primary election, the name of the candidate of each qualified political party who receives the most votes cast for all candidates of that party shall be placed on the special election ballot as the candidate of that party. (E. C. § 10706)

CALENDAR OF EVENTS

37th CONGRESSIONAL DISTRICT SPECIAL ELECTION TO FILL A VACANCY

AUGUST 21, 2007 – SPECIAL GENERAL ELECTION

IMPORTANT NOTICE

All documents are to be filed with and duties performed by the Registrar-Recorder/County Clerk unless otherwise specified.

DATES		EVENTS
JUNE 25, (M) 5 P.M. E-57		WRITE-IN CANDIDATES DECLARATION DEADLINE During this period a candidate to file a declaration of candidacy stating that he or she is a write-in candidate for the election. (E. C. §§ 8600 & 8601)
JUNE 25 (M) E-57	AUG. 7 (Tu) E-14	STATEMENT OF WRITE-IN CANDIDACY AND NOMINATION PAPERS During this period, all write-in candidates must file their Statement of Write-In Candidacy and nomination papers with county elections official. (E. C. § 8601)
JULY 5 (Th) E-47		CERTIFIED LIST OF CANDIDATES Secretary of State sends the Certified List of Candidates to the county election official. (E. C. § 8601)
JULY 12 (Th) E-40	JULY 31 (Tu) E-21	MAIL SAMPLE BALLOTS A sample ballot booklet shall be mailed to each voter in the district during this period. (E. C. § 13303)

DATES		EVENTS
JULY 23 (M) E-29	AUG. 14 (Tu) E-7	ABSENT VOTERS – FIRST AND LAST DAY TO APPLY Applications may be filed between these dates (both dates inclusive). Applications received prior to the 29th day preceding the election will be kept and processed during this period. (E. C. §§ 3001 & 3003)
JULY 23 (M) E-29		PRECINCT OFFICERS AND POLLING PLACES APPOINTMENT Last day to appoint precinct officers and designate polling places. A notice of appointment shall be mailed to each precinct officer appointed. (E. C. §§ 12286, 12307 & 12319)
AUG. 6 (M) E-15		REGISTRATION CLOSES Last day to register or transfer to vote in the election. (E. C. § 2107)
AUG. 7 (Tu) E-14	AUG. 14 (Tu) E-7	NEW CITIZEN REGISTRATION/VOTING Between these dates any new citizen (a person who meets all requirements of an elector and has become a U.S. citizen after the 14 th day prior to the election but on or before the 7 th day prior to that election) is eligible to register and vote at this office. New citizen must provide proof of citizenship prior to voting. (E. C. §§ 331 & 3500-3503)
AUG. 7 (Tu) E-14		BILINGUAL PRECINCT OFFICER LIST Last day to prepare list of appointed bilingual precinct officers. (E. C. § 12303)
AUG. 13* (M) E-8*		TALLY CENTER LOCATION PUBLICATION Not later than this date a notice specifying the public place to be used as the central tally for counting the ballots shall be published once in a newspaper of general circulation within the district. (E. C. § 12109)

*Date adjusted due to weekend and/or Holiday

DATES	EVENTS
AUG. 14 (Tu) E-7	<p>POLLING PLACES PUBLICATION Not later than this date, a list of polling places for each precinct shall be published once in a newspaper of general circulation within the district. (E. C. § 12105 & Govt. Code § 6061)</p> <p>COMPUTER PROGRAM TO SECRETARY OF STATE Last day to send copy of computer vote counting program and Certificate of Logic and Accuracy Test to Secretary of State. (E. C. § 15001)</p> <p>CANVASS ABSENT VOTER BALLOTS The canvass may commence on the 7th day before the election but the results of the tally shall not be released until after the polls close. (E. C. § 15101)</p>
AUG. 15 (W) E-6	<p>AUG. 21 (Tu) ELECTION DAY</p> <p>EMERGENCY ABSENT VOTING Between these dates any voter may apply for an absentee ballot if conditions require his or her absence from the precinct on election day. The voter may designate an authorized representative to pick up and return the ballot. (E. C. §§ 3021 & 3110)</p>
AUG. 21 (Tu) ELECTION DAY	<p>ELECTION DAY Polls open 7 A.M. and close 8 P.M. (E. C. §§ 10703 & 14212)</p> <p>NOTE: If at the hour of closing, there are any other qualified voters in the polling place or in line at the door, who have not been able to vote since appearing, the polls shall be kept open a sufficient amount of time to enable them to vote.</p> <p>ABSENT VOTER BALLOTS RETURNED – 8 P.M. Last day for absent voter ballots to be received or turned in personally by the voter at any polling place in the jurisdiction. A designated family member may return the voted ballot under specified conditions. (E. C. §§ 3017 & 3020)</p>

DATES		EVENTS
AUG. 23 (Th) E+2	AUG. 31 (F) E+10	OFFICIAL CANVASS During this period the Registrar-Recorder/County Clerk will conduct the official canvass operations.
AUG. 31 (M) E+10		COMPLETION OFFICIAL CANVASS The official canvass must be completed with 28 days of the election. The legal deadline for elections officials to certify the election result is September 18, 2007 . (E. C. §§ 15301 & 15372)

Chapter 2

**CANDIDATE QUALIFICATIONS
AND ELIGIBILITY**

CANDIDATE QUALIFICATIONS AND ELIGIBILITY

37TH CONGRESSIONAL DISTRICT SPECIAL PRIMARY ELECTION – JUNE 26, 2007

OFFICE & QUALIFICATIONS	TERM OF OFFICE	NOMINATING SIGNATURES MIN.	MAX.	SALARY	FILING FEE
<p>UNITED STATES REPRESENTATIVE</p> <p>25 years of age or older and a U. S. citizen for at least 7 years and an inhabitant of the state at the time elected. (Art. I, §. 2(2), U.S. Const.)</p> <p>Does not have to live in the District</p> <p>Must meet party affiliation requirements prescribed by § 8001 of the Elections Code to have name placed on the Special Election ballot. (SOS Opinion dated 3/30/01)</p> <p>TERM LIMITS – Not Applicable</p>	<p>(Unexpired term) ending January 3, 2009</p> <p>(Art I, § 2 (1); Amendment XX § 2, U.S. Const.)</p>	<p>40</p> <p>(E.C. § 8062)</p>	<p>60</p>	<p>\$165,200</p>	<p>\$1,652.00</p>
<p>PARTY AFFILIATION – Candidate must have been affiliated with the political party shown on affidavit of registration, at least three (3) months prior to filing nomination documents, or for as long as he or she has been eligible to register to vote in the State. The candidate must not have been affiliated with any other qualified party within 3 months immediately prior to filing. (E.C. § 8001)</p> <p>PLACEMENT OF NAME ON BALLOT – Secretary of State holds a public drawing to determine order of candidates' names on ballot by randomly drawing each letter of the alphabet.</p> <p>ROTATION OF NAMES – Names are rotated on the ballot by Assembly District, commencing with the lowest numbered Assembly District in the Congressional District. (E. C. §§ 13111 & 13112)</p> <p>CANDIDATE’S STATEMENT OF QUALIFICATIONS – (None Permitted)</p>					

Chapter 3

**SIGNATURES IN LIEU
OF FILING FEE PETITIONS**

SIGNATURES IN LIEU OF FILING FEE PETITIONS

(E. C. Sec. 8106)

37th CONGRESSIONAL DISTRICT

Official Filing documents are available between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday, excluding holidays at the:

Registrar-Recorder/County Clerk's Office
12400 Imperial Highway, Norwalk, 2nd Floor, Room 2013

SIGNATURES IN LIEU OF FILING FEE - A candidate may submit a petition containing signatures of registered voters in lieu of paying the filing fee in order to run for office. Signatures in lieu of the filing fee must be submitted at the time the candidate applies for Nomination Documents.

If the requisite number has been met, no additional signatures are needed. If the required number has not been met, the candidate has the option of submitting additional signatures or paying the prorata amount of the filing fee to cover the invalid signatures. Signatures are verified within days after submission and the candidate is notified of the number of invalid signatures. **If time permits additional signatures may be submitted by 5:00 p.m. on the last day to file nomination documents. It is recommended that each candidate pay a filing fee to insure qualification.**

Signature in lieu of filing fee petitions must be filed no later than the applicable filing deadline.

Certain Signatures in Lieu may be used as Nominating Signatures when filing Nomination Documents. Valid signatures in lieu of the filing fee are counted towards the number of signatures on a Nomination Paper **provided the signatures are registrants of the same party as the candidate**. Although valid signatures on signature in lieu petitions may be applied to the **40 – 60 nominating petition signatures requirement**, the signature in lieu petition forms cannot be substituted for purposes of meeting nominating petitions requirements. Nominating petition forms will be available commencing **April 26, 2007**.

DEMOCRATIC AND REPUBLICAN PARTY CANDIDATES

FILING FEE	NUMBER OF SIGNATURES REQUIRED IN-LIEU OF FILING FEE**	PRORATED DOLLAR VALUE OF EACH SIGNATURE**
\$1,652.00	3,000	\$0.550700

** Any registered voter who is a resident of the district may sign an in-lieu of filing fee petition for any candidate for whom he/she is eligible to vote. Signatures in-lieu of filing fee are counted toward the number of signatures required on nomination paper, provided that the signers are of the same political affiliation as the candidate.

MINOR PARTY CANDIDATES***

Minor party candidates can either:

- 1) Obtain 3,000 signatures of voters eligible to vote at election or
- 2) Obtain 10% of the registered voters affiliated with the same political party as the candidate or 150 signatures, whichever is less (as indicated below).

MINOR PARTY	NUMBER OF SIGNATURES REQUIRED**	PRORATED DOLLAR VALUE OF EACH SIGNATURE**
American Independent	150	\$11.014000
Green	150	\$11.014000
Libertarian	109	\$15.156000
Peace and Freedom	150	\$11.014000

NOTE: The Natural Law party is no longer a qualified party.

*** *Minor Party: A qualified party whose registered voters constituted less than 5% of the registered votes in the State at the last statewide election. (E. C. Sec. 8106)*

Chapter 4

**GENERAL INFORMATION
FOR CANDIDATES**

GENERAL INFORMATION FOR CANDIDATES

37TH CONGRESSIONAL DISTRICT SPECIAL PRIMARY ELECTION

All candidates must be registered voters at time nomination documents are issued and otherwise qualified to vote for the office for which he or she is filing (E. C. § 201)

State law requires that all nomination documents contain the candidate's name and the elective office title to which he or she is seeking nomination or election; and be signed by the elections official at the time of issuance. Oral and written instructions regarding procedures to be followed in completing the nomination process are given to candidates or authorized agents when the forms are issued.

Only official documents issued by the Registrar-Recorder/County Clerk may be used. The forms are available at the Registrar-Recorder/County Clerk's Office, 12400 Imperial Highway, Norwalk, 2nd Floor, Room 2013, between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday, excluding holidays.

WRITTEN AUTHORIZATION FROM CANDIDATE – NOMINATION DOCUMENTS WILL NOT BE ISSUED TO OR ACCEPTED FROM AN UNAUTHORIZED PERSON. The authorization must be signed by the candidate.

FILING FEE REQUIRED – State law requires that a filing fee be paid by the candidate at the time the nomination documents are issued. Filing fees may be paid in cash, or by certified cashier's check or personal check. Checks are to be made **payable to the Secretary of State.** All filing fees received by the Secretary of State and County Elections Official **are non-refundable.**

CANDIDATE STATEMENTS – Proposition 34, was adopted by voters at the 2000 General Election. Provisions of this law allows **State Legislative** candidates to submit a candidate statement for inclusion in the sample ballot booklet. These provisions do not apply to Federal Offices such as the **37th Congressional District.**

CANDIDATE CANNOT WITHDRAW – There is no provision for withdrawal of candidacy once nomination documents are filed. (E. C. Sec. 8800)

ELECTION RESULTS – Because California State law allows a specified period after the election for the completion of the official canvass, results released on election night are considered semi-official. Absentee ballots which are returned to this office and at polling places on election day are not counted on election night. This is also true of provisional ballots which are cast at polling places. These ballots are processed during the official canvass to allow sufficient time for eligibility and/or signature verification. As a result, close races may not be determined until after the canvass is completed. Certified election results are released at the completion of the official canvass. **Refer** to the Calendar of Events in Chapter 1 of this information booklet for the date that the election results are scheduled to be certified.

NAME TO APPEAR ON THE BALLOT

The **ballot name** may be designated as follows:

- First, middle and last names.
- Initials only and last name.
- A nickname may be included but must be in parentheses () or quotation marks “ ”.
- A short version of the first name, such as “Bill for William,” “Dick for Richard” or “Kathy for Kathleen.”

NO TITLES OR DEGREES ARE ALLOWED IN THE BALLOT NAME. (E. C. § 13106)

WITHIN ONE YEAR OF ANY ELECTION, A CHANGE IN LEGAL NAME SHALL NOT APPEAR ON THE BALLOT UNLESS THE CHANGE WAS MADE BY MARRIAGE OR BY DECREE OF COURT. (E. C. § 13104)

TRANSLITERATION OF CANDIDATE NAMES – Candidates may request that their names be transliterated in those languages that do not use Roman Characters as instructed by the Department of Justice. These languages include Chinese, Japanese and Korean. If applicable, candidates must complete a Transliteration Form and file it with their nomination documents by the specified deadline (42 days prior to the election). Candidates may review the transliteration of names and submit changes to the elections official no later than the last day of the review period, which is 33 days prior to the election but subject to change. To schedule a review of your transliterated name, you may call (562) 462-2730 or (562) 462-2832. Refer to Multilingual Voting Services Chapter in Section 2 of this Handbook for additional information.

NOTE: On May 15, 2007 the Secretary of State shall hold a public drawing to determine the order of Candidates' Names on the ballot by randomly drawing each letter of the alphabet.

BALLOT DESIGNATION PROVISIONS

SELECTING YOUR BALLOT DESIGNATION – The **ballot designation** describes the current profession, vocation, occupation or incumbency status of the candidate that will appear on the ballot under the candidate's name.

Ballot designations:

- Can be no more than three words.
- Must appear on the Declaration of Candidacy.
- Becomes public record once the information is filed on the Declaration of Candidacy. Ballot designations **cannot be changed after the final date to file nomination documents**.

The listing of a designation on the ballot is OPTIONAL. Only one of the following categories is allowed:

- 1) **Elective Office Title:** Words describing an elective office title may be used **IF** the candidate holds the office at the time nomination documents are filed and the office was filled by a vote of the people.

Example A: Governing Board Member

Example B: Board member, XYZ School District

- 2) **Incumbent:** The word **Incumbent** may be used **IF** the candidate is seeking re-election to the same office and was elected to that office by a vote of the people or was appointed as a nominated candidate in lieu of an election.

- 3) **Appointed Incumbent:** The words **Appointed Incumbent** must be used **IF** the candidate was appointed to the office and is seeking election to that office. The word Appointed may also be used with the office title.

Example A: Appointed Incumbent

Example B: Appointed Board member, XYZ School District

Exception: Candidates appointed to office in lieu of an election **do not** have to use the word appointed.

BALLOT DESIGNATIONS (continued)

- 4) **Principal Occupation:** No more than **three words** to either describe the current principal profession, vocation, or occupation of the candidate **or** the principal professions, vocations, or occupations of the candidate during the calendar year immediately preceding the filing of nomination documents. Geographical names are considered as one word.

Example A: High School Teacher

Example B: Attorney/Educator/Rancher

Example C: CEO/Councilmember

- 5) **Community Volunteer:** A Community Volunteer shall constitute a valid principal vocation or occupation subject to the following conditions:
- a) A candidate's community volunteer activities constitute his or her principal profession, vocation or occupation.
 - b) A candidate may not use the designation of "community volunteer" in combination with any other principal profession, vocation or occupation.
 - c) A candidate is not engaged concurrently in another principal profession, vocation or occupation.
- 6) **No Occupation Desired:** If no ballot designation is requested, write the word "NONE" and place your initials in the space provided for ballot designation on the Declaration of Candidacy form.

FORMAT OF BALLOT DESIGNATION – Ballot designations selected which exceed space allotted on the ballot (approximately 60 characters) are printed in a smaller typeface pursuant to § California Elections Code 13107(f) **Restrictions:** The rules governing ballot designations can be the subject of confusion. The California Secretary of State's ballot designation regulations are available at the public counter in the Election Information Section, 2nd Floor, Room 2013.

REJECTION OF BALLOT DESIGNATION – If the designation appears to be in violation of any of the restrictions set forth in the California Elections Code, this office will provide you with a "Ballot Designation Worksheet." This worksheet is intended to assist in the prompt evaluation of requested ballot designations. This office may also request that a candidate submit additional documentation to support the proposed ballot designation.

Candidates will be notified of ballot designation (rejection) (violation) by certified mail return receipt requested, addressed to the mailing address appearing on the candidate's Declaration of Candidacy. If an alternative designation is not provided within the time allowed, no designation will appear on the ballot. (E.C. § 13107(c))

BALLOT DESIGNATIONS (continued)

UNACCEPTABLE DESIGNATIONS – Pursuant to Elections Code §13107(b), the election official shall not accept a ballot designation if:

- a. It would mislead the voter.
- b. It would suggest an evaluation of a candidate, such as outstanding, leading, expert, virtuous, or eminent.
- c. It abbreviates the word “retired” or places it following any word(s) that it modifies.
- d. 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.”
- e. It includes the name of any political party, whether or not it has qualified for the ballot.
- f. It uses a word(s) referring to a racial, religious or ethnic group.
- g. It refers to any activity that is prohibited by law.

GUIDELINES TO ACCEPTABLE BALLOT DESIGNATIONS (BASIC TEST):

- a. Is it true?
- b. Is it accurate?
- c. Does it mislead?
- d. Is it generic? (This means “IBM” is out, “computer company” is okay.)
- e. Is it neutral? (This means not for or against)
- f. Is it how this person makes a living?

Candidates may review their own ballot designation, as well as that of other candidates, at this office during working hours: Monday through Friday from **May 15, 2007** through **May 24, 2007**.

If you have any questions regarding the nomination procedures, please call the Election Planning Section at (562) 462-2317.

CANDIDATE NOMINATION PROCESS

You are planning on filing as a candidate for elective office and want to know **“HOW DO I GET STARTED?”** There are five (5) easy steps to the candidate nomination process:

STEP 1 – CANDIDATE REGISTRATION (Applying For Nomination Documents)

Candidates or authorized Agents are required to fill out a Candidate Registration and Qualification (CRQ) form providing the following information:

1. Print your name as you wish it to appear on ballot.
2. Print full name as registered to vote.
3. Print your Residence address.
4. Print your Phone/Fax numbers.
5. Print E-mail and/or Web site address.
6. Print address and telephone number for publication/media/internet.
7. Print elective office title for which you are applying.
8. Candidate or Agent must sign and date the form.

FOR OFFICE USE			
LOS ANGELES COUNTY REGISTRAR/RECORDER/COUNTY CLERK CANDIDATE REGISTRATION & QUALIFICATION FORM		<input type="checkbox"/> SIL _____ <input type="checkbox"/> NOM _____ <input type="checkbox"/> PROVISIONAL FOR REASON OF: _____ AGENT: _____	
NAME TO APPEAR ON BALLOT AS (Please Print IN ALL CAPS)			
FIRST	MIDDLE NAME OR INITIAL (and/or Nickname)	LAST	
NAME AS REGISTERED (if different from ballot name)			
RESIDENCE STREET ADDRESS			
CITY NAME		ZIP CODE	
TELEPHONE NUMBERS	DAYTIME: ()	EVENING: ()	FAX: ()
WEBSITE:		EMAIL:	
<small>ADDRESS AND TELEPHONE NUMBER FOR PUBLICATION / INTERNET AND ISSUED TO NEWS MEDIA (if none given, above residence address and telephone numbers will be used)</small>			
STREET ADDRESS			
CITY NAME		ZIP CODE	TELEPHONE NO.
OFFICE TITLE (include District, Division or Office No.)			Initial if FULL TERM
			Initial if UNEXPIRED TERM
<small>POLITICAL PARTY (Not Applicable to Non-Partisan Offices)</small>			
ARE YOU AN INCUMBENT?	YES	NO	IF "YES", CHECK ONE
			ELECTED
			APPOINTED
			APPOINTMENT DATE
<small>"I am aware of the qualifications for office and understand this is not an official filing document."</small>			
SIGNATURE OF CANDIDATE OR AGENT			DATE
FOR OFFICE USE			
FILING FEE SIGNATURE IN LIEU INFO		PRECINCT NUMBER	CONTEST CONTROL NO.
FILING FEE \$		RESIDENCE CHECKED <input type="checkbox"/>	PTY CODE
DATE FILED		RE-REG (NEW ADDRESS) <input type="checkbox"/>	VOTER ID NO.
NO. SIGNATURES	@ \$ EACH	DISTRICT CHECKED <input type="checkbox"/>	CANDIDATE FILING NO.
BALANCE \$		PARTY CHECKED <input type="checkbox"/>	
CASHIER'S INITIALS	RECEIPT NO.	CAMPAIGN FINANCE DISCLOSURE #	ABL OPER <input type="checkbox"/> SIL <input type="checkbox"/> INSTRUCTOR <input type="checkbox"/> NOM <input type="checkbox"/>
		REVIEWER / TIME	INITIALS & DATE
COMMENTS:			
ELECTION PLANNING COPY			
<small>R136EP Rev 04/05</small>			

The Candidate Registration and Qualification form is also available on-line at www.lavote.net. Information on the form is used in preparing the nomination documents. It is important that the information is accurate. This information will be printed on listings distributed to the news media and the general public. **CANDIDATE QUALIFICATIONS ARE VERIFIED AT THIS TIME.**

CANDIDATE NOMINATION PROCESS (continued)

AUTHORIZATION TO PICK-UP AND/OR FILE CANDIDATE NOMINATION DOCUMENTS

Candidates who will have their Candidate Nomination Documents picked up and/or filed **via an Agent** must complete the AUTHORIZATION TO PICK-UP AND/OR FILE CANDIDATE NOMINATION DOCUMENTS form.

Below is a **generic sample** of the Authorization Form.

1. Print candidate's (your) name.
2. Print the elective office title.
3. Print the agent's name and phone number.
4. Check the box for each applicable form.
5. Complete the middle section of the form with, how you would like your name to appear on the ballot, along with the other information requested.
6. Complete the **INFORMATION FOR PUBLICATION** box.
7. Sign and date the form before giving it to your Agent.

COUNTY OF LOS ANGELES
REGISTRAR-RECORDER/COUNTY CLERK
ELECTION PLANNING SECTION
(562) 462-2317

**AUTHORIZATION TO PICK-UP AND/OR FILE
CANDIDATE NOMINATION DOCUMENTS**

I, _____, candidate for the office
of _____ hereby authorize
AGENT'S NAME _____ AGENT'S PHONE NUMBER _____
to receive and/or file the following nomination documents:

Please check applicable forms ()

Signature in Lieu of filing fee Petitions Declaration of Candidacy
 Candidate Statement Nominating Petitions

I am aware that the Nomination documents must be properly executed and delivered to the County of Los Angeles Registrar-Recorder/County Clerk's Office no later than 5:00 p.m. on the last day to file such documents.

I request that my name be placed upon the ballot as follows: (Please print)

FIRST NAME _____ MIDDLE NAME OR INITIAL _____ LAST NAME _____
My residence address is:
STREET ADDRESS _____
CITY _____ STATE _____ ZIP CODE _____
My telephone numbers are: (DAYTIME) _____ (EVENING) _____
(FAX) _____
My internet addresses are: WEBSITE _____ E-MAIL _____

I would like the following information to be used for purposes of listings prepared and issued to the news media and/or the public. (If none given, the above information will be listed.)

INFORMATION FOR PUBLICATION

STREET ADDRESS _____
CITY _____ STATE _____ ZIP CODE _____
DAYTIME PHONE: (____) _____ EVENING PHONE: (____) _____
FAX: (____) _____
WEBSITE: _____ E-MAIL: _____

CANDIDATE SIGNATURE _____ DATE _____

R1024 REV. 7/2005

CANDIDATE NOMINATION PROCESS (continued)

STEP 2 – ISSUING NOMINATION DOCUMENTS

An **Application for Nomination Documents** is prepared from information provided on the Candidate Registration and Qualification (CRQ) form.

This Application must be signed by the candidate or an authorized agent acknowledging awareness of:

1. Qualifications for office.
2. Campaign statement filing requirements.
3. Last day to file nomination papers.
4. Receipt of candidate handbook.

Candidate or Agent must verify that the candidate information, including the name to Appear on ballot, office title, addresses, telephone/fax numbers, e-mail and web site are printed correctly on all forms.

THE CANDIDATE HANDBOOK AND RESOURCE GUIDE ALONG WITH NOMINATION PETITION FORMS ARE ISSUED AT THIS TIME.

CANDIDATE NOMINATION PROCESS (continued)

STEP 3 – DECLARATION OF CANDIDACY (Completing Nomination Documents)

A Declaration of Candidacy Form is prepared from information provided on the Candidate Registration and Qualification form. This declaration form must be signed by the candidate acknowledging name and designation (occupation) requested to be printed on the ballot. Candidate must verify that the addresses, telephone/fax numbers/e-mail are correct for publication and provide the following required information:

1. Fill in your name and designation (occupation) to appear on ballot. Refer to Name to Appear on the Ballot and Ballot Designation Provisions in this Chapter.
2. Fill in your residence, business and mailing addresses.
3. Fill in day time, evening and telephone numbers (Fax numbers, e-mail and web site address information is optional).
4. If you are an incumbent, list the name of public office you presently hold.
5. Print name in space provided in "Oath of Office".
6. Fill in place of execution and date.
7. Sign name under penalty of perjury that information is true and correct.

The form is titled "Declaration Of Candidacy" and includes the following sections:

- Three "SPECIAL PLING FORM" boxes at the top for the Registrar-Recorder/County Clerk, Los Angeles County, with fields for "By:" (Elections Deputy) and "Date Received:".
- Section 1: "I, _____ hereby declare myself a _____ candidate for nomination to the office of _____." Includes checkboxes for "Full term, or" and "Unexpired term ending _____, to be voted for at the Election to be held on _____".
- Section 2: "I hereby request that my name and ballot designation appear on the ballot as follows:" Includes a box for "NAME AS IT WILL APPEAR ON BALLOT" and a "BALLOT DESIGNATION REQUESTED" section with instructions to print profession, vocation or occupation in 3 words or less.
- Section 3: "I declare that the foregoing Ballot Designation is true and in conformance with Section 13107 of the Elections Code." Includes a "NOTE" about the Secretary of State publishing the certified list of candidates and checkboxes for "Residence Address:", "Business Address:", and "Mailing Address:", each with fields for City, State, and Zip Code.
- Section 4: "E-Mail: _____ Web site: _____" and "Fax No. () _____ Phone Nos. () _____ () _____".
- Section 5: "NOTE: Candidates for Judicial Offices are not required to state their residence address on this form."
- Section 6: "IMPORTANT: BACKSIDE OF PAGE MUST ALSO BE COMPLETED"

The form includes the following sections:

- Section 1: "I am at present an incumbent of the following public office (if any):" with a line for "NAME OF PUBLIC OFFICE".
- Section 2: "I, _____ do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties upon which I am about to enter."
- Section 3: "I meet all the statutory and/or constitutional qualifications for this office (including but not limited to citizenship, residency, and party affiliation, if required). If nominated by petition I will accept the nomination/office and will not withdraw my candidacy from the primary or general election."
- Section 4: "I certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing is true and correct." Includes a line for "Executed by me in _____, California, this _____ day of _____ in the year _____" and a line for "Signature of Candidate".
- Section 5: "WARNING: Every person acting on behalf of a candidate is guilty of a misdemeanor who deliberately fails to file at the proper time and in the proper place any declaration of candidacy in his/her possession which is entitled to be filed under the provisions of the Elections Code (Section 13202). I am aware that any person who files or submits for filing a declaration of candidacy knowing that it or any part of it has been made falsely is punishable by a fine or imprisonment, or both, as set forth in Section 13203 of the Elections Code."
- Section 6: "FOR USE BY REGISTRAR-RECORDER/COUNTY CLERK'S OFFICE" includes a line for "Examined and certified by me this _____ day of _____ in the year _____" and a signature line for "CONNY B. McCORMACK, Registrar-Recorder/County Clerk".
- Section 7: "By _____ Elections Deputy"

NOTE: THIS FORM MUST BE NOTARIZED IF IT IS SIGNED OUTSIDE OF THE STATE OF CALIFORNIA.

CANDIDATE NOMINATION PROCESS (continued)

Nomination Paper Form is prepared from information provided on the Candidate Registration and Qualification form. A prospective candidate must submit nomination papers containing 40 – 60 signatures.

SIGNER QUALIFICATIONS

Must be a registered voter and resident of election area at the time of signing.

Must be affiliated with the same political party as shown in the Nomination Paper.

1. EACH SIGNER must print and sign own name and include residence address.

Exception: A signer who is unable to personally affix his/her own name and/or address on the petition may be assisted by another person. The voter must however, affix his/her own mark/signature on the petition. Two witnesses to signature (or mark) are required and such witnesses must also sign their names.

- Married women must sign own name, not husband's.
- P.O. Box numbers or mailing addresses are not acceptable.

CIRCULATOR QUALIFICATIONS

Must be a registered voter and resident of the election area in which the candidate is to be voted on, i.e., District or Division.

Exception: Any registered voter of the State who is a candidate for any office may obtain signatures and sign his/her own nominating petitions regardless of whether the candidate resides in the jurisdiction.

If district includes more than one county, the circulator can only circulate the petition in the county in which he or she resides.

Only one circulator is allowed to circulate a petition section.

Circulator completes "Affidavit of Circulator" **in own handwriting. DO NOT TYPE.**

- Fills in appropriate information in blank spaces.
- Fills in **dates signatures were obtained.**
- Fills in execution **date and place of signing.**
- Signs name.**

CANDIDATE NOMINATION PROCESS (continued)

STEP 4 – Filing Nomination Documents

Listed below are mandatory and optional documents to be filed for candidacy. It is the obligation of the candidate to ensure that filing requirements and deadlines are met. All candidates are urged to file documents as early as possible to avoid a last minute rush.



DOCUMENTS	APPLIES TO	FOR FURTHER INFORMATION CONTACT
Nomination Papers	All Candidates	Election Planning Section (562) 462-2317
Declaration of Candidacy	All Candidates	Election Planning Section (562) 462-2317
Transliteration Form	All Candidates	Multilingual Voting Service (562) 462-2730 (562) 462-2832
Candidate Campaign Statement Forms	Forms Are Available For Federal Candidates At The Federal Election Commission In Washington, DC	Federal Election Commission 1-800-424-9530 Website: www.fec.gov

STEP 5 – Receive a Candidate Receipt for Nomination Documents

CANDIDATE RECEIPT FOR NOMINATION DOCUMENTS																													
The following documents have been received.																													
<table border="1"> <thead> <tr> <th>NOMINATION</th> <th>(Date / Initials)</th> </tr> </thead> <tbody> <tr> <td>Declaration of Candidacy or Affidavit of Nominee</td> <td>_____</td> </tr> <tr> <td>Nominating Petitions</td> <td>_____</td> </tr> <tr> <td>Supp. Nominating Petitions</td> <td>_____</td> </tr> <tr> <td>Candidate Qualification Confirmation (Judicial, Sheriff & DA)</td> <td>_____</td> </tr> <tr> <td>Transliteration Form</td> <td>_____</td> </tr> <tr> <td>Candidate Statement (Optional)</td> <td>_____</td> </tr> </tbody> </table>	NOMINATION	(Date / Initials)	Declaration of Candidacy or Affidavit of Nominee	_____	Nominating Petitions	_____	Supp. Nominating Petitions	_____	Candidate Qualification Confirmation (Judicial, Sheriff & DA)	_____	Transliteration Form	_____	Candidate Statement (Optional)	_____	<table border="1"> <thead> <tr> <th>CAMPAIGN</th> <th>(Date / Initials)</th> </tr> </thead> <tbody> <tr> <td>Confirmation Notice (700)</td> <td>_____</td> </tr> <tr> <td>Statement of Economic Interests (700)</td> <td>_____</td> </tr> <tr> <td>470 Declaration (Short Form)</td> <td>_____</td> </tr> <tr> <td>Code of Fair Campaign Practices</td> <td>_____</td> </tr> <tr> <td>800 Election Campaign Declaration (DA, Assessor, Sheriff, Supervisor)</td> <td>_____</td> </tr> <tr> <td>800 Deposit of Personal Funds Declaration</td> <td>_____</td> </tr> </tbody> </table>	CAMPAIGN	(Date / Initials)	Confirmation Notice (700)	_____	Statement of Economic Interests (700)	_____	470 Declaration (Short Form)	_____	Code of Fair Campaign Practices	_____	800 Election Campaign Declaration (DA, Assessor, Sheriff, Supervisor)	_____	800 Deposit of Personal Funds Declaration	_____
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ISSUE DATE																													
PARTY (IF APPLICABLE)																													

Chapter 5

**INDEPENDENT CANDIDATES
INFORMATION**

INDEPENDENT CANDIDATE INFORMATION

(Election Code Sections 8300 & 8550)

INDEPENDENT CANDIDATES FILE IN SPECIAL PRIMARY ELECTION ONLY

A candidate filing as an independent candidate for partisan office must meet the following requirements:

1. A candidate shall be at least 25 years of age, a U.S. citizen for seven years, and a resident of California when elected. There is no durational residency requirement for congressional candidates.
2. Be a registered voter and otherwise qualified to vote for that office at the time that nomination papers are issued to the person.
3. Be registered with the political party whose nomination he or she is seeking for not less than **three months** immediately prior to the time the declaration of candidacy is presented to the county elections official 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.
4. Not have been registered as affiliated with any other qualified political party within **three months** immediately prior to the filing of the declaration of candidacy.
5. Pay the requested filing fee or submit signatures in-lieu of filing fee.

FILING DEADLINE

APR. 26 (Thu)
Through
MAY 14 (M)
5:00 P.M.

E – 61 – 43

FIRST & LAST DAY TO FILE INDEPENDENT
CANDIDATE DECLARATION OF CANDIDACY

SIGNATURES REQUIRED ON NOMINATION PAPERS. – The Nomination Papers must be signed by voters in the district not less in number than 500 or one percent of the entire vote cast in the area, at the preceding general election, whichever is less, nor more than 1,000. For this election, the signature requirement is 500.

PARTY DESIGNATION ON BALLOT – The word “Independent” will be used as the party designation on the candidate’s Nomination Documents and on the ballot.

Chapter 6

WRITE-IN CANDIDATES

GENERAL INFORMATION FOR WRITE-IN CANDIDATES

(Election Code Sections 8600 & 8601)

A person who has not followed the usual procedure for placing his or her name on the ballot for the election may still be elected to office as a Write-in Candidate.

A Write-in Candidate **is not required** to pay a filing fee.

FILING DEADLINE

APR. 30 (M) Through JUNE 12 (Tu) 5:00 P.M.	E – 57 – 14	FIRST & LAST DAY TO FILE WRITE-IN CANDIDATE DECLARATION OF CANDIDACY
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The Write-In candidacy forms must be filed with the Registrar-Recorder/County Clerk's Office NO LATER THAN 5 P.M. ON THE 14th DAY prior to the election.

WRITE-IN CANDIDATE'S DECLARATION OF CANDIDACY – Refer to the General Information for Nomination of Candidates in **Chapter 4** of this handbook.

Write-In Votes Required For Nomination At the Special Primary Election

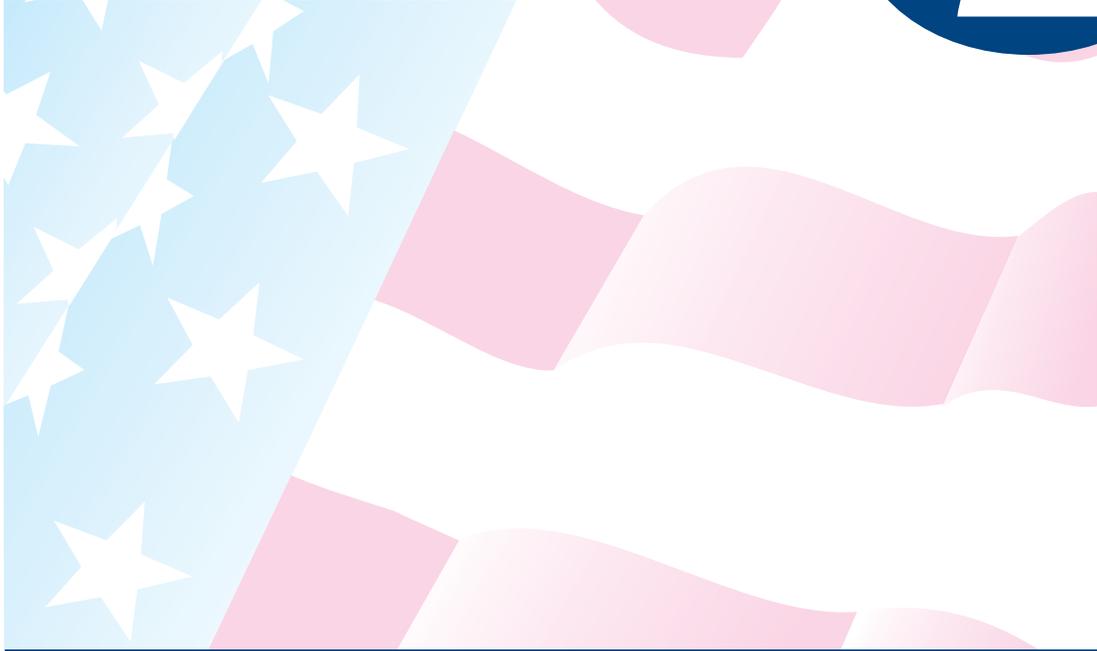
Votes last cast for office (November 6, 2006)	97,962
Write-In votes required for nomination	9,797

ELECTION RESULTS FOR WRITE-IN CANDIDATES

Write-in election results are not determined until the canvass is completed. California election law allows a prescribed number of days for the conduct of the official canvass. During the official canvass, write-in ballots must be individually reviewed to determine if the write-in vote is for a qualified/unqualified write-in candidate and whether a voter has over voted. All aspects of the canvass shall be open to the public. **Write-in votes are counted and certified in an election only if qualified candidates have filed the required nomination documents with the elections official.**

Section

2



RESOURCE GUIDE

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SECTION 2 RESOURCE GUIDE

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Chapter 1

**CAMPAIGN STATEMENT
FILING REQUIREMENTS**

CAMPAIGN STATEMENT FILING REQUIREMENTS

CALIFORNIA POLITICAL REFORM ACT — The California Political Reform Act does not apply to candidates for, or holders of, federal offices. Candidates for the offices of United States Senator, Representative in Congress, President and their committees are governed by federal law.

FEDERAL ELECTION COMMISSION — The Federal Election Commission (FEC) in Washington, D.C. is responsible for receiving campaign disclosure statements for federal elections and administers laws regulating the disclosure of campaign financing for federal elections. This includes campaigns in California for the U. S. House of Representatives, U. S. Senate, President, and Vice President.

Federal Election Commission
999 E Street, NW
Washington, DC 20463
Phone: 1-800-424-9530
Website: www.fec.gov

FOREIGN CONTRIBUTIONS — Federal law prohibits foreign nationals from making contributions or expenditures in connection with any U.S. election (federal, state or local), either directly or through another person. This prohibition applies to foreign owned corporations and associations, as well as to foreign governments, political parties and certain individuals and partnerships. Additionally, U.S. candidates for federal, state and local offices are prohibited from accepting contributions from these sources.

FOREIGN AGENTS REGISTRATIONS ACT (FARA) — The ban on political contributions and expenditures by foreign nationals was first enacted in 1966 as part of the amendments to the Foreign Agents Registrations Act (FARA), and "internal security" statute. The goal of the FARA was to minimize foreign intervention in U.S. elections by establishing a series of limitations on foreign nationals. These included registration requirements for the agents of foreign principals and general prohibition on political contributions by foreign nationals. In 1974, the prohibition was incorporated into the Federal Election Campaign Act (the Act), which gave the FEC jurisdiction over its enforcement and interpretation.

CAMPAIGN STATEMENT FILING REQUIREMENTS (continued)

HOUSE OF REPRESENTATIVES — The filing forms and information for candidates for the House of Representatives can be obtained from:

Clerk of the House of Representatives
Legislative Resource Center
B-106 Cannon House Office Building
Washington DC, 20515-6612
Phone: (202) 226-5200
Office Hours: 9:00 am - 6:00 pm
Website: www.clerk.house.gov

FEDERAL ELECTION CAMPAIGN ACT — The Federal Election Campaign Act, (2 U.S.C.A., Section 431 et seq.) requires that candidates for federal office file a copy of their federal campaign statements with the:

Secretary of State
Political Reform Division
1500 11th Street, Room 495
P.O. Box 1467
Sacramento, CA 95812-1467
Phone: (916) 653-6224
Website: www.ss.ca.gov

Chapter 2

MULTILINGUAL SERVICES

MULTILINGUAL VOTING SERVICES

OVERVIEW OF MULTILINGUAL (ML) VOTER SERVICES PROGRAM

BACKGROUND

Public Law 102-344 extended the Voting Rights Act of 1965 (VRA) to federally mandate that Los Angeles County provide written and oral election assistance to limited-English, Chinese, Japanese, Korean, Spanish, Tagalog/Filipino and Vietnamese-speaking voters. In January 2000, the Department of Justice further directed this office to **transliterate** the names of candidates in those languages that do not use Roman Characters. (*Transliteration* is the process of reproducing phonetic sounds as closely as possible from one alphabet or writing system into another.) These languages include Chinese, Japanese and Korean.



TRANSLATION OF ELECTION MATERIALS

A language is considered to be covered by the Voting Rights Act (VRA) as mandatory for the County's translated election materials if 1) more than 5% of the citizens of voting age are members of a single language minority and are limited English proficient (LEP) or 2) more than 10, 000 of the citizens of voting age are members of a single language minority and are limited English proficient.

MANDATED LANGUAGES

Although the VRA requires a 5% standard for targeting for multilingual services, Los Angeles County has set a 3% standard to provide minority language materials in every election. If the number of eligible voters for a specific language is higher or equal to the 3% criteria, that language qualifies for translation. Languages that fall under the 3% criteria do not qualify for translation. This criteria not only identifies the election district/city areas throughout the county with a cost-effective method of meeting the VRA requirements, but also helps minimize printing/translation costs for election jurisdictions. The six minority languages that are required by Federal mandates in Los Angeles County are Chinese, Japanese, Korean, Spanish, Tagalog/Filipino and Vietnamese.

IMPLICATIONS TO CANDIDATE

There are no implications to the candidate because the County will automatically provide *translated sample ballot booklets* to voters who request it two weeks before the election and after they received the English Sample Ballot booklet. However, as noted in the *Candidate Statements* (see page 22 of Section 1) there is a cost for a Spanish translated candidate statement which appears in the English sample ballot booklet. This translation is optional and the candidate needs to make a request for this service and pay for it when he/she files candidate statements with the county elections official.

TRANSLITERATION OF CANDIDATE NAMES

This department will transliterate your name in Chinese, Japanese and Korean. Candidates will also be permitted to submit their won transliterations for each or all of these languages. A review period will be established to allow candidates to request changes prior to the deadline set to print translated sample ballots. Various minority community groups and news media assist this office by reviewing submitted transliterations to insure uniform name recognition within the community. Once transliterations are considered final, no further changes or submission of transliteration requests will be accepted after the review period. **There will be no exceptions.**

All candidates will be required to file a transliteration form (see page 7 of Section 2) together with their nomination documents but no later than the last day to file these documents.

TRANSLITERATION REVIEW PERIOD

Candidates may review transliteration of their names. Requests for changes must be submitted to the county elections official no later than the last day of the review period. Timeframe: **E-42 through E-33** (subject to change). To schedule a review of your transliterated name, you may call (562) 462-2730 or (562) 462-2832.

MULTILINGUAL VOTER SERVICES

The ML Voter Services Program includes services such as:

- ◆ Bilingual Assistance Hotline (1-800) 481-8683.
- ◆ Upon request, translated election materials are mailed to voters before every election.
- ◆ Bilingual assistance at targeted polling places.

Translated copies of the “ML Voter Services” brochures are available at the RR/CC Election Information counter, 2nd Floor Room 2013 and online at www.lavote.net



CONNOR B. McCORMACK
Registrar-Recorder/County Clerk

COUNTY OF LOS ANGELES
REGISTRAR-RECORDER/COUNTY CLERK
12400 IMPERIAL HWY. – P.O. BOX 1024, NORWALK, CALIFORNIA 90651-1024

TRANSLITERATION FORM

I, _____ Candidate for nomination to the office
of _____ to be voted for at the _____ Election
agree as indicated below:

CHECK ONE:

I will accept the transliteration of my name provided by the Los Angeles County Registrar-Recorder/County Clerk in Korean.

OR

I am submitting transliteration(s) for the language below.

Language

Name Transliteration

Korean:

I am aware of the deadline to submit transliterations and review period. I understand that I may request changes to transliterations during the review period and that transliterations are considered final upon expiration of the deadline. I further understand that there will not be an extension of the review period.

Candidate's Signature

Date

Candidate Filing #:

LOS ANGELES COUNTY

REGISTRAR-RECORDER/COUNTY CLERK

NEW SERVICE FOR LIMITED-ENGLISH VOTERS:

**TRANSLITERATION OF
CANDIDATE NAMES**

BACKGROUND:

Public Law 102-344 extended the Voting Rights Act of 1965 (VRA) to federally mandate that Los Angeles County provide written and oral election assistance in Chinese, Japanese, Korean, Spanish, Tagalog/Filipino, and Vietnamese to limited-English proficiency voters. In January 2000, the Department of Justice further directed this office to **transliterate** the names of candidates in those languages that do not use Roman Characters. (*Transliteration* is the process of reproducing phonetic sounds as closely as possible from one alphabet or writing system into another.) These languages include Chinese, Japanese and Korean.

PROCESS:

This department will transliterate your name in Chinese, Japanese and Korean. Candidates will also be permitted to submit their own transliterations for each or all of these languages. A review period will be established to allow candidates to request changes prior to the deadline set to print translated Official Sample Ballot Booklets. Various minority community groups and news media assist this office by reviewing submitted transliterations to insure uniform name recognition within the community. Once transliterations are considered final, no further changes or submission of transliteration requests will be accepted after the review period. **There will be no exceptions.**

TRANSLITERATION FORM:

All candidates will be required to file this document together with their nomination documents but no later than the last day to file these documents.

Please note that the only required language for transliteration for this election is Korean.

2007

JANUARY

S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

FEBRUARY

S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			

MARCH

S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

APRIL

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

MAY

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

JUNE

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

JULY

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

AUGUST

S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

SEPTEMBER

S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

OCTOBER

S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

NOVEMBER

S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

DECEMBER

S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					