

**SIGNATURES IN LIEU OF FILING FEE  
PETITIONS**

PROCEDURAL INFORMATION BOOKLET

**PRESIDENTIAL  
PRIMARY ELECTION  
JUNE 5, 2012**

**COUNTY OF LOS ANGELES**



**REGISTRAR-RECORDER/COUNTY CLERK**

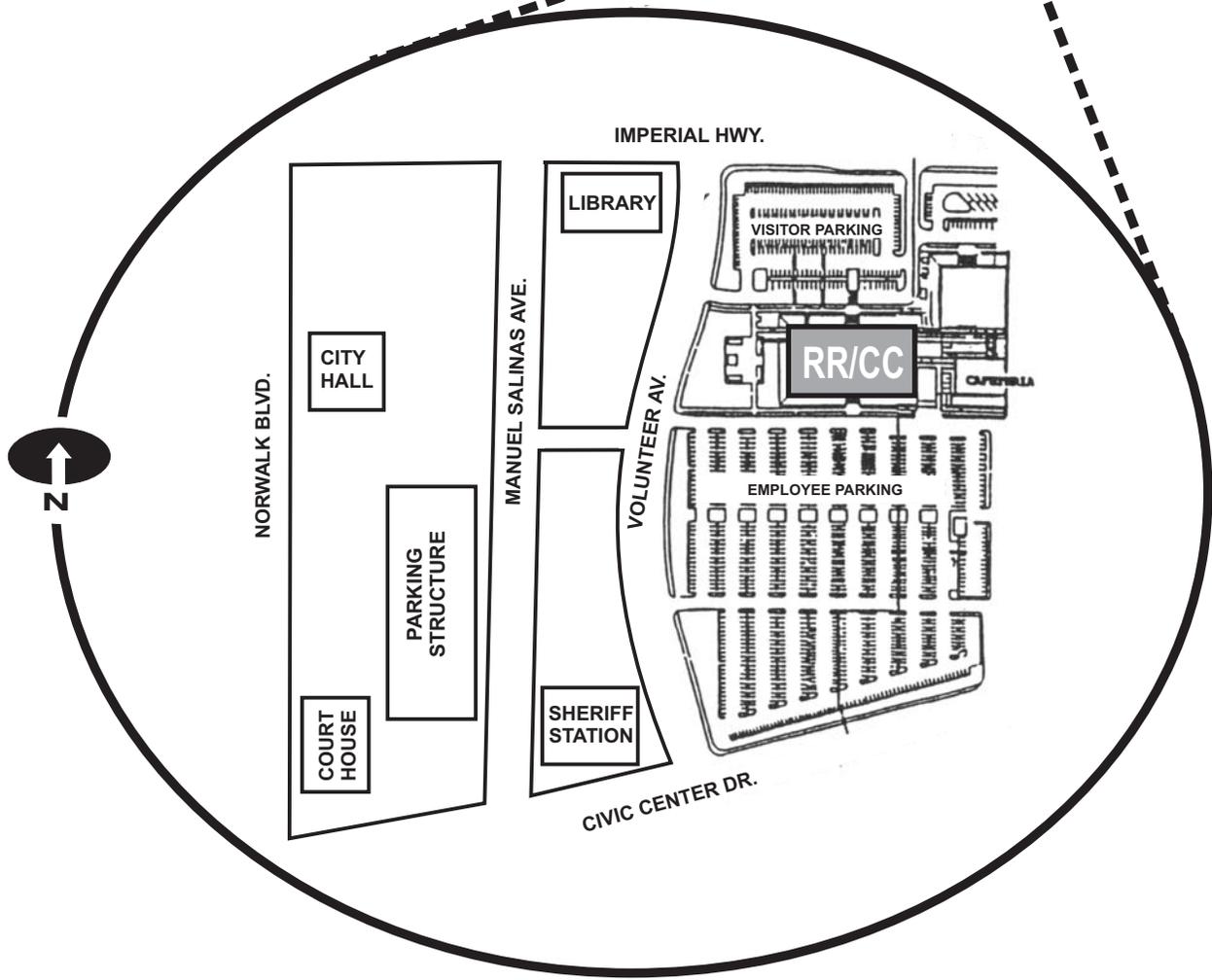
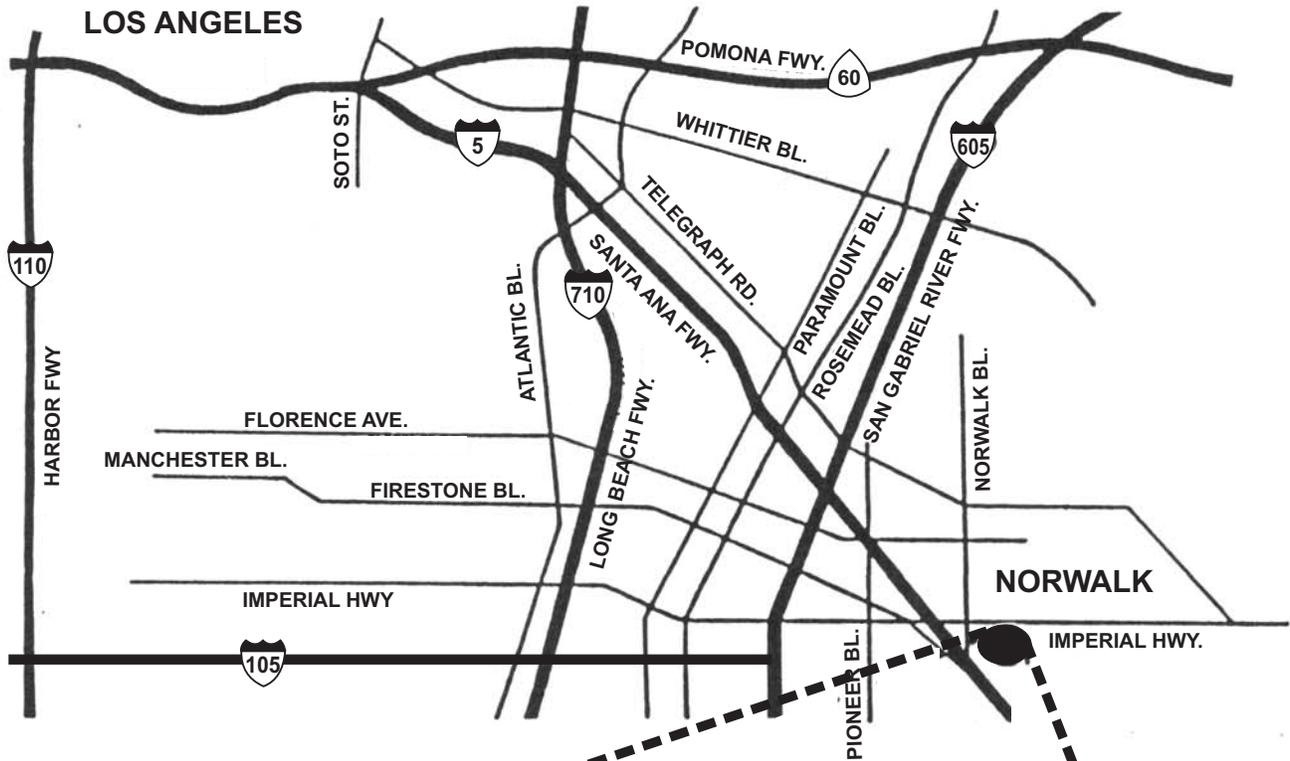
**ELECTION COORDINATION UNIT**

**12400 IMPERIAL HIGHWAY**

**NORWALK, CA 90650**

**(800) 815-2666 or (562) 466-1310**

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



## NOTICE

This booklet summarizes major provisions related to Signatures In Lieu of the filing fee for candidates. It is not intended as a substitute for legal counsel.

Candidates and others using this booklet must bear full responsibility to make their own determinations as to all legal standards, duties and factual material contained herein.

For further information regarding the Signature In Lieu process, please contact the Election Planning Section at (562) 462-2317 or (562) 462-2319.

A separate Candidate Handbook and Resource Guide will be issued during the candidate nomination period which begins on **February 13, 2012** and ends on **March 9, 2012**.



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# SECTION 1

Calendar of Events



# CALENDAR OF EVENTS

## PETITIONS FOR SIGNATURES IN LIEU OF THE FILING FEE

PRESIDENTIAL PRIMARY ELECTION – JUNE 5, 2012

### IMPORTANT NOTICE

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

DATES		EVENTS
(2011) DEC. 30 (F) E-158	(2012) FEB. 8 (W) E-118	<b>SIGNATURE IN LIEU OF FILING FEE PETITIONS (Superior Court Judges Only)</b> During this period, petition forms may be obtained to secure signatures in lieu of all or a portion of the filing fee. Signatures submitted on the in lieu petitions may also be applied to the signature requirements for offices on the nominating petition. <b>Candidates will be notified of any deficiency within 10 calendar days of filing the petition.</b> Candidates 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 and 8106)
(2011) DEC. 30 (F) E-158	(2012) FEB. 23 (Th) E-103	<b>SIGNATURE IN LIEU OF FILING FEE PETITIONS (Excluding Judicial Candidates)</b> During this period, petition forms may be obtained to secure signatures in lieu of all or a portion of the filing fee. Signatures submitted on the in lieu petitions may also be applied to the signature requirements for offices on the nominating petition. <b>Candidates will be notified of any deficiency within 10 calendar days of filing the petition.</b> Candidates 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 and 8106)
JAN. 30 (M) E-127	FEB. 8 (W) E-118	<b>DECLARATIONS OF INTENTION – CANDIDATES FOR JUDICIAL OFFICE</b> First and last day for candidates for judicial office to file a declaration of intention. The filing fee must be paid or signatures in lieu of filing fee petitions must be filed at the time the declaration of intention is filed. (E. C. §§ 8023 and 8105 (b))

<b>DATES</b>		<b>EVENTS</b>
<b>FEB. 8 (W)</b> E-118		<p><b>SIGNATURE IN LIEU OF FILING FEE PETITIONS – JUDICIAL OFFICES ONLY</b></p> <p>Last day to file signature in lieu petitions for judicial offices. Candidates will be notified of any deficiency within 10 calendar days of filing the petition. Candidates 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 and 8106)</p>
<b>FEB. 9 (Th)</b> E-117	<b>FEB. 13 (M)</b> <b>5:00 P.M.</b> E-113	<p><b>EXTENSION OF DECLARATION OF INTENTION PERIOD (JUDICIAL OFFICES ONLY)</b></p> <p>If the incumbent for a judicial office does not file a declaration of intention to succeed to the same office by <b>February 8</b>, qualified persons other than the incumbent may file a declaration of intention for that office no later than the first day for filing nomination papers. (E. C. § 8023 (b))</p>
<b>FEB. 13 (M)</b> E-113	<b>MAR. 9 (F)</b> <b>5:00 P.M.</b> E-88	<p><b>NOMINATION PERIOD FOR ALL CANDIDATES</b></p> <p>During this period, all candidates must file declarations of candidacy and nomination papers. No person may file nomination papers for more than one office at the same election. The declaration of candidacy shall be executed in the elections official's office. All candidates must pay the nonrefundable filing fees or present in lieu signatures at the time they receive their nomination papers. The number of valid in lieu signatures obtained by the candidate may be subtracted from the number required for his or her nomination papers. A candidate shall not be required to execute a nomination paper if the number of in lieu signatures that meets the nomination requirement on the in lieu petitions equals or exceeds the minimum number required. (E. C. §§ 8020, 8061, 8062, 8100, 8105, 8106 and 10407)</p>

DATES	EVENTS
<b>FEB. 23 (Th)</b> E-103	<b>SIGNATURE IN LIEU PETITIONS DEADLINE (Excluding Judicial Candidates)</b> Last day for candidates to file signature in lieu petitions. Candidates will be notified of any deficiency within <b>10 calendar days</b> of filing the petition. Candidates 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 and 8106)
<b>MAR. 5* (M)</b> E-92*	<b>SIGNATURE IN LIEU PETITIONS CHECKED</b> Last day to determine sufficiency of signatures in lieu of filing fees submitted by all candidates. If determined that the petition is deficient, the candidates may, before the close of nomination period ending <b>March 9, 2012 (E-88)</b> , either submit a supplemental petition to cover any deficiency or pay a pro rata fee. (E. C. § 8106 (b)(3))
<b>MAR. 9 (F)</b> <b>5:00 P.M.</b> E-88	<b>NOMINATION PERIOD DEADLINE</b> Last day for all candidates to file nomination documents.  <b>DEADLINE FOR FILING SUPPLEMENTAL SIGNATURES IN LIEU PETITIONS</b> Last day to file supplemental signatures or pay a pro rata portion of the filing fee to cover any deficiency. (E. C. § 8106 (b)(3))
<b>MAR. 10** (Sa)</b> E-87**	<b>MAR. 14 (W)</b> <b>5:00 P.M.</b> E-83  <b>NOMINATION PERIOD EXTENSION IF ELIGIBLE INCUMBENT DOES NOT FILE</b> If nomination documents for any eligible incumbent are not filed by <b>March 9, 5:00 p.m.</b> , the nomination period for such office shall be extended until <b>March 14, 5:00 p.m.</b> for <b>persons other than the incumbent.</b>  <b>NOTE:</b> Extension period does not apply when: <ol style="list-style-type: none"> <li>1) the incumbent for judicial office does not file a declaration of intention for the office</li> <li>2) there is no incumbent eligible to be elected or the incumbent has served the maximum number of terms as permitted by the California Constitution or Los Angeles County Charter</li> <li>3) the office in question is for county central committee, central committee or county council</li> </ol> (E.C. §§ 8022, 8024, 8204 and 10407(b))

\*Date adjusted due to weekend and/or holiday.

\*\*March 10 (Saturday) office will be open. March 11 (Sunday) office will be closed.



# SECTION 2

Offices That Require a  
Filing Fee or Signatures  
In Lieu of the Filing Fee



**LOS ANGELES COUNTY  
PRESIDENTIAL PRIMARY ELECTION – JUNE 5, 2012**

**OFFICES THAT REQUIRE A FILING FEE  
OR  
SIGNATURES IN LIEU OF THE FILING FEE**

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**FEDERAL OFFICES**

---

United States Senator  
United States Representative in Congress

---

**STATE OFFICES**

---

State Senator  
Member of the State Assembly

---

**COUNTY OFFICES**

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County Supervisor  
District Attorney  
Judge of the Superior Court

Qualifications for Office and Signature In Lieu requirements are listed alphabetically by office title in Section 4 of this booklet.



# SECTION 3

Signature In Lieu of Filing  
Fee Petitions



## SIGNATURE IN LIEU OF FILING FEE PETITIONS

(E. C. Sec. 8106)

### PRESIDENTIAL PRIMARY ELECTION

**SIGNATURES IN LIEU OF THE 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. Candidates for Superior Court Judge must submit signature in lieu of filing fee petitions at the time the candidate files the Declaration of Intention. Candidates for all other offices must submit signature in lieu of filing fee petitions at the time Nomination Documents are issued. The signatures submitted may cover all, or a prorated portion, of the filing fee. 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, 2nd Floor, Room 2013, Norwalk

**FILING FEE REQUIRED** – State law requires that a filing fee be paid by the candidate at the time the nomination documents are issued. Signatures in lieu of the filing fee must be submitted at the time the candidate applies for Nomination Documents. 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 for all state and federal offices and to the Registrar-Recorder/County Clerk for all county offices. All filing fees** received by the Secretary of State and county elections officials **are non-refundable**. From **December 30, 2011 through February 23, 2012** this office will provide to each candidate, or his/her authorized representative, upon request and without charge, forms for securing signatures. If additional forms are required, the candidate may duplicate the forms.

**Candidates for Superior Court Judge must pay the filing fee prior to the close of the Declaration of Intention period.**

Signatures in lieu of the filing fee are verified within ten (10) days after submission. Candidates will be notified of the number of invalid signatures. If the requisite number of valid signatures has been met, no additional signatures are needed. If the requisite number has not been met, the candidate has the option of submitting additional supplemental signatures or paying the pro rata amount of the filing fee to cover any invalid signatures. **If supplemental petitions containing additional signatures are submitted, they must be filed by 5:00 p.m. on the last day to file nomination documents.**

**Signature in lieu of filing fee** petitions must be filed no later than the applicable filing deadline. Valid signatures on signature in lieu petitions may be applied to the nominating petition signature requirement. However, signature in lieu petition forms cannot be substituted for purposes of filing nominating petitions. Nominating petition forms will be available commencing **February 13, 2012 and must be filed by 5:00 p.m. March 9, 2012.**



# SECTION 4

Qualifications for Office and  
In Lieu Signature  
Requirements



**QUALIFICATIONS FOR OFFICE  
AND  
IN LIEU SIGNATURE REQUIREMENTS**

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**Office: County Supervisor**  
(2<sup>nd</sup>, 4<sup>th</sup> and 5<sup>th</sup> Districts)

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**Term of Office: 4 Years**

**Qualifications:** A registered voter of the district for at least 30 days prior to deadline to file nomination documents. (Govt. Code § 25041). May not have been elected or served in such office for three consecutive terms since December 2002. (Art. II, § 4, County Charter).

<b>Salary</b>	<b>Filing Fee (1% of Salary)</b>	<b>Number of Nominating Signatures</b>	
\$ 178,789.00	\$ 1,787.89	Min. 20	Max. 40
		(E.C. § 8062 (a)(3))	
<b>Party</b>	<b>Signatures Needed</b>	<b>Value of Each Signature</b>	
Nonpartisan	7,152	\$ 0.250000	

**QUALIFICATIONS FOR OFFICE  
AND  
IN LIEU SIGNATURE REQUIREMENTS**

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Office: District Attorney

Term of Office: 4 Years

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**Qualifications:** A registered voter of the jurisdiction at the time nomination documents are issued. Must have been admitted to practice before the California Supreme Court. (Govt. Code §§ 24001 and 24002). Term limits are not applicable.

<p><b>Salary</b> \$ 301,731</p>	<p><b>Filing Fee (1% of Salary)</b> \$ 3,017.31</p>	<p><b>Number of Nominating Signatures</b> Min. 20      Max. 40 (E.C. § 8062 (a)(3))</p>
<p><b>Party</b> Nonpartisan</p>	<p><b>Signatures Needed</b> 12,070</p>	<p><b>Value of Each Signature</b> \$ 0.250000</p>

**QUALIFICATIONS FOR OFFICE  
AND  
IN LIEU SIGNATURE REQUIREMENTS**

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**Office: Judge of the Superior Court**

**Term of Office: 6 Years**

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**Qualifications:** Must have been a member of the State Bar or served as a judge of a court of record in the State 10 years immediately preceding selection to Superior Court. (Art. VI, § 15, Ca. Const). Does not have to be a resident of Los Angeles County. Term limits are not applicable.

<b>Salary</b> \$ 178,789.00	<b>Filing Fee (1% of Salary)</b> \$ 1,787.89	<b>Number of Nominating Signatures</b> Min. 20                      Max. 40 (E.C. § 8062 (a)(3))
<b>Party</b> Nonpartisan	<b>Signatures Needed</b> 7,152	<b>Value of Each Signature</b> \$ 0.250000

Judicial Offices scheduled for election are assigned sequential office numbers. These office numbers are used solely for ballot purposes.

There will be 151 offices to be filled for this election. Incumbents' names and office numbers are available on the Registrar-Recorder/County Clerk website ([www.lavote.net](http://www.lavote.net)) under candidate filing.

**QUALIFICATIONS FOR OFFICE  
AND  
IN LIEU SIGNATURE REQUIREMENTS**

**Office: Member of the State Assembly**

**Term of Office: 2 Years**

**Qualifications:** A United States citizen. (Art. IV, § 2(c), Ca. Const). Be a registered voter and otherwise qualified to vote for that office at the time nomination papers are issued. (E.C. § 201). May not have served for more than three terms in the State Assembly since November 6, 1990. (Art. IV, § 2(a), Ca. Const).

**Salary**  
\$ 95,291.00

**Filing Fee (1% of Salary)**  
\$ 952.91

**Number of Nominating Signatures\***  
Min. 40      Max. 60

**Signatures Needed**  
1,500

**Value of Each Signature**  
\$ 0.635273

<b>Districts To Which Candidates Are To Be Elected</b>	
36th District †	52nd District
38th District †	53rd District
39th District	54th District
41st District †	55th District
43rd District	57th District
44th District	58th District
45th District	59th District †
46th District	62nd District
48th District	63rd District
49th District	64th District
50th District	66th District
51st District	70th District

\*All signers must be registered voters in the district or political subdivision in which the candidate is to be voted on. (E.C. §§ 100, 8068)

† *Shared District*

**QUALIFICATIONS FOR OFFICE  
AND  
IN LIEU SIGNATURE REQUIREMENTS**

Office: State Senator

Term of Office: 4 Years

**Qualifications:** A United States citizen. (Art. IV, § 2(c), Ca. Const.). Be a registered voter and otherwise qualified to vote for that office at the time nomination papers are issued. (E.C. § 201). May not have served for more than two terms in the State Senate since November 6, 1990. (Art. IV, § 2(a), Ca. Const.).

Salary  
\$ 95,291.00

Filing Fee (1% of salary)  
\$ 952.91

Number of Nominating Signatures\*  
Min. 40                      Max. 60

Signatures needed  
3,000

Value of each Signature  
\$ 0.317637

Districts To Which Candidates Are To Be Elected
21st District †
23rd District †
25th District †
27th District †
29th District †
33rd District
35th District

\*All signers must be registered voters in the district or political subdivision in which the candidate is to be voted on.  
(E.C. §§ 100, 8068)

† *Shared District*

**QUALIFICATIONS FOR OFFICE  
AND  
IN LIEU SIGNATURE REQUIREMENTS**

**Office: United States Representative in Congress**

**Term of Office: 2 Years**

**Qualifications:** 25 years of age or older and a citizen of the United States for at least 7 years and a resident of California on January 3, 2013. (Art. I, § 2, U.S. Const). (Does not have to live in the District). Term limits are not applicable.

**Salary**  
\$ 174,000.00

**Filing Fee (1% of Salary)**  
\$ 1,740.00

**Number of Nominating Signatures\***  
Min. 40      Max. 60

**Signatures Needed**  
3,000

**Value of Each Signature**  
\$ 0.580000

<b>Districts To Which Candidates Are To Be Elected</b>	
23rd District †	34th District
25th District †	35th District †
26th District †	37th District
27th District †	38th District †
28th District	39th District †
29th District	40th District
30th District †	43rd District
32nd District	44th District
33rd District	47th District †

\*All signers must be registered voters in the district or political subdivision in which the candidate is to be voted on. (E.C. §§ 100, 8068)

† *Shared District*

**QUALIFICATIONS FOR OFFICE  
AND  
IN LIEU SIGNATURE REQUIREMENTS**

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**Office: United States Senator**

**Term of Office: 6 Years**

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**Qualifications:** 30 years of age or older and a citizen of the United States for at least 9 years and a resident of California on January 3, 2013. (Art. I, § 3, U.S Const). Term limits are not applicable.

Salary	Filing Fee (2% of Salary)	Number of Nominating Signatures*	
\$ 174,000.00	\$ 3,480.00	Min. 65	Max. 100

Signatures Needed	Value of Each Signature
10,000	\$ 0.348000

\*All signers must be registered California voters.  
(E. C. § 8603)



# SECTION 5

General Information  
for Candidates



# SIGNATURE IN LIEU OF FILING FEE PROCESS

## AUTHORIZATION TO PICK-UP AND/OR FILE SIGNATURE IN LIEU DOCUMENTS

Candidates who will have their Signature in Lieu 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 **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 as you would like your name to appear on the ballot, along with the other information requested.
6. Complete **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 AND COORDINATION SECTION  
(962) 462-2317

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

I, \_\_\_\_\_, candidate for the office  
CANDIDATE'S NAME — PLEASE PRINT

of \_\_\_\_\_ hereby authorize  
OFFICE TITLE

AGENT'S NAME \_\_\_\_\_ AGENT'S PHONE NUMBER \_\_\_\_\_  
AGENT'S NAME AGENT'S PHONE NUMBER

to receive and/or file the following nomination documents: Please check applicable forms (  )

<input type="checkbox"/> Signature in Lieu of Filing Fee Petitions	<input type="checkbox"/> Declaration of Candidacy
<input type="checkbox"/> Candidate Statement	<input type="checkbox"/> Ballot Designation Worksheet
<input type="checkbox"/> Nominating Petitions	<input type="checkbox"/> Other: _____ (Specify)
<input type="checkbox"/> Declaration of Intention	

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)

<small>FIRST NAME</small>	<small>MIDDLE NAME OR INITIAL</small>	<small>LAST NAME</small>
---------------------------	---------------------------------------	--------------------------

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 \_\_\_\_\_

81024 10/18/2011 Rev

SIGNATURE IN LIEU OF FILING FEE PROCESS (Continued)

**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. Your name as you wish it to appear on ballot.
2. Your full name as registered to vote.
3. Your residence address.
4. Your telephone/fax numbers.
5. E-mail and/or website address.
6. Address and telephone number for publication, media or internet.
7. Elective office title for which you are applying.
8. Signature of candidate or agent.

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

The Candidate Registration and Qualification form is also available online at [www.lavote.net](http://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 and distributed to the news media and the general public.

**NOTE:** Candidate qualifications are verified at this time.

SIGNATURE IN LIEU OF FILING FEE PROCESS (Continued)

**STEP 2 – ISSUANCE OF SIGNATURE IN LIEU DOCUMENTS**

An **Application for Signature In Lieu and 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. Receipt of candidate handbook.
4. Last day to file nomination papers.

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 website are printed correctly on all forms.

COUNTY OF LOS ANGELES REGISTRAR-RECORDER/COUNTY CLERK APPLICATION FOR NOMINATION DOCUMENTS																				
	I am aware of the following:		<b>PETITION SIGNERS REQUIRED</b>																	
	<input type="checkbox"/> 1. Qualifications for Candidacy for office. <input type="checkbox"/> 2. Requirements for filing Campaign Statements. <input type="checkbox"/> 3. Election Candidate Handbook was received. <input type="checkbox"/> 4. Last day to file Nomination Papers.		<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">SIGNATURE IN LIEU</td> <td style="width: 50%; text-align: center;">NOMINATION</td> </tr> <tr> <td style="height: 20px;"></td> <td style="height: 20px;"></td> </tr> </table>	SIGNATURE IN LIEU	NOMINATION															
SIGNATURE IN LIEU	NOMINATION																			
Which is <input style="width: 150px;" type="text"/> 5:00 P.M.																				
FULL TERM <small>(PLEASE INITIAL)</small> _____ UNEXPIRED TERM <small>(PLEASE INITIAL)</small> _____																				
_____ <small>(CANDIDATE or AUTHORIZED REPRESENTATIVE)</small>																				
<small>(FILED BY)</small> _____		<small>(DATE FILED)</small> _____																		
<b>NAME TO APPEAR ON BALLOT</b>																				
_____																				
<b>OFFICE AND DISTRICT</b>			<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">FILING NUMBER</td> <td style="width: 50%;"></td> </tr> <tr> <td style="text-align: center;">ELECTION NUMBER</td> <td></td> </tr> <tr> <td style="text-align: center;">CONTEST NUMBER</td> <td></td> </tr> <tr> <td style="text-align: center;">ISSUE DATE</td> <td></td> </tr> </table>	FILING NUMBER		ELECTION NUMBER		CONTEST NUMBER		ISSUE DATE										
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<small>AND 02/07</small>																				

THE CANDIDATE HANDBOOK AND RESOURCE GUIDE, A CAMPAIGN FINANCIAL DISCLOSURE PACKET AND NOMINATION PETITION FORMS IF APPLICABLE, ARE ISSUED AT THIS TIME.

SIGNATURE IN LIEU OF FILING FEE PROCESS (Continued)

**STEP 3 – PETITION IN LIEU OF FILING FEE FORM**

The petition in lieu of filing fee form is prepared from information provided on the Candidate Registration and Qualification form.

**SIGNER QUALIFICATIONS** – Must be a registered voter and resident of the specific election area (i.e., jurisdiction, district, political subdivision) at the time of signing.

A) **EACH SIGNER** must print and **sign** own **name** and include **residence address**.

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

1. Married women must sign their own name, not their husband's.
2. P.O. Box numbers or mailing addresses are **NOT** acceptable.

<p><b>OFFICIAL FILING FORM</b></p>  <p>Registrar-Recorder/County Clerk Los Angeles County</p> <p>By: _____ Elections Deputy</p> <p>Date Issued: _____</p>	<p>Filed in County of _____</p> <p>_____</p> <p>County Elections Official</p> <p>By: _____ Elections Deputy</p> <p>Date Received: _____</p>	<p>(Secretary of State Use Only)</p>	
<p><b>Petition In Lieu of Filing Fee</b> For Voter-Nominated and Nonpartisan Offices (Elections Code §§ 100, 104, 8041, 8061, 8106; Code of Civil Procedure § 2015.5)</p>			
<p>I, the undersigned signer for _____, candidate for the  <small style="margin-left: 100px;">Name of Candidate</small>          nomination to the office of _____          _____ to be voted for at the          _____          to be held on _____, hereby assert as follows:</p>			
<p>I am a resident of _____ County and am registered to vote at the address shown on this paper. I am not at this time a signer of any other petition in lieu of filing fee of any other candidate for the above-named office.</p> <p>My residence is correctly set forth after my signature hereto:</p>			
PRECINCT <small>(To be entered by Elections Official)</small>	NAME (As Registered)	RESIDENCE (As Registered - No P.O. Box)	VERIFICATION <small>(To be entered by Elections Official)</small>
1 Print Sign	----- ----- -----	RESIDENCE ADDRESS ONLY ----- City or Town -----	
2 Print Sign	----- ----- -----	RESIDENCE ADDRESS ONLY ----- City or Town -----	
3 Print Sign	----- ----- -----	RESIDENCE ADDRESS ONLY ----- City or Town -----	
4 Print Sign	----- ----- -----	RESIDENCE ADDRESS ONLY ----- City or Town -----	
5 Print Sign	----- ----- -----	RESIDENCE ADDRESS ONLY ----- City or Town -----	
<p><b>Please Complete Affidavit of Circulator on Reverse Side</b></p> <p><small>NOTE: Signatures on this form may be applied toward nomination signature requirements pursuant to Elections Code section 8061</small></p> <p style="text-align: right;"><small>VN_BLS 11/22/11</small></p>			



## SIGNATURE IN LIEU OF FILING FEE PROCESS (Continued)

### **STEP 4 – FILING SIGNATURE IN LIEU OF FILING FEE DOCUMENTS**

Petition in lieu of filing fee forms must be filed during the Signature In Lieu period with the elections official of the county in which the signatures are gathered.

Each signature and residence address on Petition In Lieu Of Filing Fee forms is verified against the voter's Affidavit of Registration information.

If a person signs in lieu petitions for more candidates than there are offices to be filled, the signatures are counted only on those petitions which, taken in the order filed, do not exceed the number of offices to be filled. Candidates will be notified immediately if there are irregularities regarding the number of invalid signatures.

**NOTE: Candidates not meeting the signature requirements for nomination will be issued a “Nomination Paper” for obtaining supplemental signatures.**

**Additional signatures to supplement any invalid signatures must be filed or the pro rata portion of the fee paid by 5:00 p.m. on the last day to file nomination documents.**

**TELEPHONE INFORMATION** – Call (562) 466-1310 or (562) 462-2317, if you have any questions regarding the Signature In Lieu process.

AT THIS TIME, NOMINATION DOCUMENTS ARE ISSUED PROVISIONALLY, SUBJECT TO THE VALIDITY OF THE SIGNATURES. YOU WILL ALSO RECEIVE THE CANDIDATE HANDBOOK AND RESOURCE GUIDE AND A CAMPAIGN FINANCIAL DISCLOSURE PACKET.

# 2012

## JANUARY

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
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29	30	31				

## FEBRUARY

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## DECEMBER

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