

January 4, 2011

Special General Election

Candidate Statement of Qualifications

The Candidate Statement of Qualifications (CSQ) is an optional statement that candidates may file to be distributed to voters in the sample ballot pamphlet. If a candidate chooses to file a CSQ, the candidate pays a fee to cover the cost of printing the statement. This statement gives candidates the opportunity to tell voters about themselves. The CSQ may include the candidate's age, occupation, education, and a brief description of the candidate. [E.C. Sec. 13307]

Proposition 34

Under the provisions of Proposition 34 adopted by voters in November 2000, all candidates for state constitutional and state legislative offices may agree to abide by voluntary expenditure limits. (These limits are adjusted in odd numbered years.) Only candidates who accept the voluntary expenditure limits have the opportunity to publish a CSQ. [Gov. Code Sec. 85601]

Length

Candidates are permitted a maximum of 250 words. [Gov. Code Sec. 85601]

Where to File

CSQ's are filed with the county elections official.

Multi-County Districts

Candidates have the option to file a candidate statement in all, some, or none of the counties. Candidate will need to file the candidate statement with each county in which they would like it to be published. Candidates are not required to file an identical statement with each county. Because formatting guidelines (the use of bolding, bullets, capitalization, etc.) may differ among counties, candidates are encouraged to contact each county for its guidelines.

When to File

Partisan candidates who won the nomination of their parties in the special primary election and accept voluntary expenditure limits may file a CSQ for inclusion in the special general election sample ballot pamphlet. They will need to file their CSQ's by October 8, 2010. [E.C. Sec. 13307(a)(2)]

Cost of CSQ

The estimate of the CSQ fee is an approximation of the actual cost of printing and distributing the statement. The actual cost varies from election to election and may be significantly more or less than the estimate, depending on the actual number of candidates filing statements. If the cost of the printing is different than the estimate, the candidate may be required to pay the difference or may receive a refund.

The cost to file a candidate statement for the January 4, 2011 Special General Election is \$2,470.00. The cost to print a Spanish translation is an additional \$2,545.00.

Endorsements

Copies of endorsements appearing in the CSQ are due when the CSQ is filed.

Examination Period

The CSQ is confidential until the close of filing, at which time the public examination period begins. The Office of Elections will have copies of the CSQ's available for the public to view for the 10 days immediately following the close of candidate filing.

During the public examination period, any voter in the district or the county registrar of voters may seek a writ of mandate or an injunction requiring any or all of the material in the CSQ to be amended or deleted. The writ of mandate or injunction request must be filed no later than the end of the 10-calendar-day period.

A peremptory writ of mandate or an injunction shall issue only upon clear and convincing proof that the material in question is false, misleading, or inconsistent with the requirements of the Elections Code. [E.C. Sec. 13311, 13313]

No Mention of Another Candidate

The CSQ may not be used to discuss the merits or demerits of another candidate. Candidates filing a CSQ may only discuss their own qualifications. Indirect references to other candidates are prohibited in addition to direct references. [E.C. Sec. 13307(a)(1), 13308, Gov. Code Sec. 85601]

Printing Candidate Statements in Other Languages

Currently, Placer County is not required to translate CSQ's into other languages. However, candidates may choose to have their CSQ translated into Spanish and printed at their cost. Elections Code Section 13307(b) requires the Office of Elections to use a translator from the list of approved Spanish translators and interpreters of the Superior Court of the county or from an institution accredited by the Western Association of Schools and Colleges. Because of this requirement, the Office of Elections is unable to accept translations provided by the candidate. The cost of the Spanish translation is \$2,545.00 in addition to the cost of the English version.

Formatting

Printing requirements make it necessary to print all CSQ's in a uniform style. All CSQ's will be set in a full-justified format, so as to fit within a ½ page space. Generally, any characters that can be produced from a standard typewriter keyboard are acceptable, however, no paragraph or sentence may begin with a number or punctuation mark.

In order to avoid emphasizing words or phrases, Initial Capitalization, and **bolded**, CAPITALIZED, underlined, and “quoted” words or phrases are not acceptable if it is determined that the purpose of the bolding, capitalization, underlining, or quotation marks is to draw attention to the word or phrase in question. If quotations are used to quote someone, the candidate must have written permission from the individual being quoted.

Indentations or multiple underscoring will not be accommodated. Items in a list will not be allowed unless the list is in paragraph form.

It is strongly recommended that CSQ's not be handwritten. If the handwriting is illegible the Office of Elections may need to interpret the handwriting. In such cases there is a possibility the CSQ may not be typeset and printed as the candidate intended.

Electronic Versions

Candidates are encouraged to submit their CSQ's on a disc in Word format *in addition* to the hard copy printed on the CSQ form. Submitting an electronic version of the CSQ will help speed the formatting process so that the Office of Elections may send typesetting proofs to the candidates more quickly. Even if an electronic version is submitted, the hard copy printed on the CSQ form is the official copy and will be used for proofing. Candidates may want to double check that the electronic version and the hard copy are identical.

Liability

Nothing in the Elections Code shall be deemed to make any CSQ or the authors thereof free or exempt from any civil or criminal action or penalty because of any false, misleading, or libelous statements offered for printing or contained in the voter's pamphlet. [E.C. Sec. 13307(d)]

Word Counting Guidelines

The guidelines listed below are used by the Office of Elections for counting words:

- Name, age, and occupation (located at the top of the form) are not counted.
- Punctuation marks are not counted as words.
- Each word shall be counted as one (1) word except as specified.
- Geographical names such as cities, towns, or states are counted as one (1) word (e.g., Los Angeles, Placer County, Granite Bay).
- Monetary amounts expressed numerically, such as \$1,000.00, are counted as one (1) word.
- Abbreviations are counted as one (1) word (e.g., UCLA, PTA, USMC).
- Hyphenated words that appear in any generally available standard reference dictionary published in the United States within 10 calendar years shall be considered as one word. Each part of all other hyphenated words shall be counted as separate words.
- Web addresses shall be counted as one (1) word.
- Telephone numbers are counted as one (1) word.

