

## Candidate Statement

### What Is the Candidate Statement?

The Candidate Statement (also known as the “Statement of Qualifications”) is an OPTIONAL statement.

**Notice to Candidates**

*All candidates, regardless of whether or not they choose to publish a candidate statement, are required to complete and file a candidate statement form.*

Each candidate for nonpartisan elective office and certain party-nominated offices may prepare an optional candidate statement at their own expense. The purpose of the candidate statement is to acquaint voters with a candidate’s qualifications, background, and education. The candidate statement is included in the County Voter Information Guide and will be mailed to all registered voters eligible to vote for that particular candidate. *EC § 13307*

The statement may include the name, age and occupation of the candidate, and a brief description limited by the number of words and paragraphs in the table below.

<b>200 Words 5 paragraphs</b>	<b>250 Words 6 paragraphs</b>
<p>Governing Board Members:</p> <ul style="list-style-type: none"> <li>• Yolo County Board of Education</li> <li>• Yuba Community College District</li> <li>• Davis Joint Unified School District</li> <li>• Esparto Unified School District</li> <li>• Pierce Joint Unified School District</li> <li>• River Delta Unified School District</li> <li>• Washington Unified School District</li> <li>• Winters Joint Unified School District</li> <li>• Woodland Joint Unified School District</li> <li>• City of Davis, Member, City Council</li> <li>• City of Winters, Member, City Council</li> <li>• City of Woodland, Member, City Council</li> <li>• Colusa County Water District Director</li> <li>• Yolo Fire Protection District Commissioner</li> </ul>	<ul style="list-style-type: none"> <li>• U.S. Representative in Congress, 4th District</li> <li>• U.S. Representative in Congress, 7th District</li> <li>• Member of the State Assembly, 4th District</li> </ul>
	<p><b>400 Words 10 paragraphs</b></p>
	<ul style="list-style-type: none"> <li>• City of West Sacramento, Mayor</li> <li>• City of West Sacramento, Member, City Council</li> </ul>

The statement should be based on the candidate’s education and qualifications solely expressed by the candidate. No references, direct or implied, shall be made to other candidates for that office or to another candidate’s qualifications, character, or activities. *EC §§ 13307, 13308*

## Filing the Candidate Statement

### **Notice to Candidates**

*All candidates, regardless of whether or not they choose to publish a candidate statement, are required to complete and file a candidate statement form.*

A candidate who wishes to have a candidate statement must submit it at the time the completed nomination documents are returned to the Elections Official for filing. It will not be accepted after the close of the nomination period. Requests for translated versions must also be made at the time of submission. *EC § 13307*

The statement must be submitted in hard copy, with an original signature, as well as an electronic copy via CD, USB, or email to [CandidateServices@yolocounty.org](mailto:CandidateServices@yolocounty.org).

NOTE: Candidates running in a district involving multiple counties may submit the statement in each county's voter information guide. Contact each county for their individual costs and requirements. Candidates for city offices file all documents, including the candidate statement, with the appropriate City Clerk.

## Confidentiality of Statements

Notwithstanding the California Public Records Act (Chapter 3.5 (commencing with Section 6250) of Division 7 of Title 1 of the Government Code), the statements filed pursuant to Section 13307 shall remain confidential until the expiration of the filing deadline. *EC § 13311*

## Withdrawal of the Candidate Statement

Except as provided in Section 13309, the statement may be withdrawn, but not changed, during the nomination period up to 5:00 p.m. of the next working day after the close of the nomination period. The request must be in writing and signed by the candidate for a full refund. A new statement cannot be filed to replace a withdrawn statement. *EC § 13307(a)(3)*

In the event there is no opposition for a particular contest, candidates may withdraw their candidate statement.

## Public Examination of the Candidate Statement

The contents of the candidate statement will remain confidential until the time for withdrawing the statement is closed. At that time there will begin a 10-day period for public examination at the Yolo County Elections Office before the statement is printed. During this period anyone may obtain a copy at cost, and any voter of the jurisdiction may seek a writ of mandate or an injunction requiring any or all the material contained therein to be amended or deleted. The Statement will continue to be considered a public record after the examination period is over. *EC §§ 13311, 13313(b)*

## **Fines for False Statements in a Candidate Statement**

Any candidate in an election or incumbent in a recall election who knowingly makes a false statement of a material fact in a candidate statement, prepared pursuant to Sections 11327 or 13307, with the intent to mislead the voters in connection with his or her campaign for nomination or election to a nonpartisan office is punishable by a fine not to exceed one thousand dollars (\$1,000). *EC § 18351*

## **Endorsements and References to Other Names in a Candidate Statement**

If the candidate statement contains endorsements, documentation from the individual(s) or specific organization(s) endorsing the candidate must be presented at the time of filing along with the candidate statement.

If the candidate statement contains someone else's name, documentation from the individual(s) stating they give permission to use their name in this manner must be presented at the time of filing along with the candidate statement.

Acceptable documentation with a supporting statement from the individual(s) or specific organization(s) includes:

- e-mail or text message with the name of the individual(s) or specific organization(s)
- signed letter from the individual(s) or specific organization(s)

## **Estimated Cost of Candidate Statement**

There is an additional cost for translation and inclusion in each of the optional available languages: Spanish (Español), Chinese (中文), Korean (한국어), Punjabi (ਪੰਜਾਬੀ), and Russian (русский).

**NOTE:** Candidates running in a district involving multiple counties may submit the statement in each county's voter information guide. Contact each county for their individual costs and requirements.

Candidate statement costs are based on the number of registered voters in each district since a county voter information guide is mailed to each active registered voter.

Due to the delay in the redistricting data, the estimated costs for the candidate statements will be posted on the Yolo County Elections website when they are available under the Candidate Services section at <https://www.yoloelections.org/candidate-services>.

## **Payment of the Candidate Statement**

On submission, each candidate is required to pay in advance and in full, the cost of having a statement included in the Yolo County Voter Information Guide. Payment can be in cash, personal check, money order, or by credit card. Checks and money orders are made payable to Yolo County Elections.

If a check or money order is returned with insufficient funds a twenty-five-dollar (**\$25.00**) penalty will be imposed, and the candidate statement will not be printed unless the candidate delivers the payment with a money order, cashier's check, or credit card before the close of nomination.

## **Indigent Candidates**

A candidate who claims “indigency” may submit a statement of financial worth to be used by the local agency to determine eligibility to submit a candidate statement without payment of the advance deposit. A candidate claiming indigency must agree to release the candidate’s latest income tax statement and may be required to sit for an interview with a county financial officer.

Candidates should note that indigency status will excuse them only from payment of the advance deposit. Indigent candidates will still be required to pay the pro rata share of cost after the election.

*EC § 13309*

## **Candidate Statement Order**

Candidate Statements shall be printed in the County Voter Information Guide in the order determined by the county randomized alphabet drawn in substantially the same manner set forth in Elections Code Section 13112. The names and statements will remain in this order throughout the county voter information guide and do not rotate as names do on the actual ballot.

## **United States Senate and State Constitutional Office Candidates Statements.**

Candidates running for United States Senate, Governor, Lieutenant Governor, Secretary of State, Controller, Treasurer, Attorney General, Insurance Commissioner, Superintendent of Public Instruction, and State Board of Equalization may purchase space for a 250-word statement in the State Voter Information Guide. The statement may not make any reference to any opponent of the candidate (Government Code section 85601(a)). The statement shall be limited to a recitation of the candidate’s own personal background and qualifications.

The candidate statement must be filed and received by the Secretary of State’s Elections Division no later than 5:00 p.m. on Wednesday, July 20, 2022.

# Candidate Statement Form Sample

The Candidate Statement Form must be filed indicating if a candidate is submitting or declining to submit a candidate statement for the Yolo County voter information guide.

	<b>YOLO COUNTY ELECTIONS</b> <b>CANDIDATE STATEMENT FORM</b> <small>(Elections Code Sections 13307-13309, 13311-13314)</small>	
OFFICE: <u>Member of the State Assembly</u> <span style="float: right;">▼</span> DISTRICT: <u>4</u> ELECTION: <u>General Election</u> <span style="float: right;">▼</span> DATE OF ELECTION: <u>November 8, 2022</u>	I wish to have my statement in: <input checked="" type="checkbox"/> English <input checked="" type="checkbox"/> Spanish <input type="checkbox"/> Russian <input type="checkbox"/> Chinese <input type="checkbox"/> Korean <input type="checkbox"/> Punjabi <input type="checkbox"/> Other _____	
<b>NOTICE TO CANDIDATE:</b>		
The statement shall consist of a brief description of not more than <u>250</u> <span style="float: right;">▼</span> words of your education and qualifications.		
The governing body conducting this election has determined that the cost of the statement is the responsibility of the <u>Candidate</u> <span style="float: right;">▼</span> . The estimated cost of printing and mailing the following statement is \$ _____.		
You may include the optional age and occupation. All statements will be printed in a style determined by the Office of the Yolo County Elections for the Yolo County Voter Information Guide (VIG). <b>Your statement will be printed exactly as submitted.</b>		
<input type="checkbox"/> I do not wish to file a candidate statement of qualifications.		
<input checked="" type="checkbox"/> I state that I have prepared the candidate statement which is to be printed in the county voter information guide and mailed to each registered voter within my district. <b>I understand that I will pay the actual cost incurred for the candidate statement.</b>		
<input type="checkbox"/> I am indigent and unable to pay the advance costs for a candidate statement. Attached is a financial statement pursuant to Elections Code Section 13309 and a release authorizing you to obtain a copy of my most recent federal income tax form. I certify under penalty of perjury under the laws of the State of California that the financial statement is true and correct.		
<input checked="" type="checkbox"/> If unopposed, I wish to withdraw my candidate statement.		
Signature of Candidate: _____		Print Name for VIG: <u>Ima Candidate</u>
*** The information submitted below will appear in the County Voter Information Guide ***		
AGE: (optional) <u>52</u>		
OCCUPATION: (optional – may be more descriptive than what will appear on the ballot): <u>Business Owner/Parent</u>		
EDUCATIONS AND QUALIFICATIONS: (Word count of statement begins after this heading)		
This is a sample candidate statement.		
<a href="#">Print</a>	<a href="#">Submit</a>	

## Preparation of the Candidate Statement

The candidate statement must be written in the first person.

All candidate statements are printed in type of uniform size and shading, and with uniform spacing in block paragraphs with extra spacing between paragraphs. The statement will be reformatted to meet the requirements.

Check the statement for errors in spelling, punctuation, and grammar. Typographical errors will not be corrected by the elections official nor by the printer. No responsibility is assumed for errors in spelling, punctuation, or grammar. The statement is entirely the candidate's responsibility.

### **Notice to Candidates**

*The format of your statement may need to be changed by the elections official to accommodate the printing requirements of the County Voter Information Guide.*

The California Elections Code intends for uniformity of appearance of the candidate statements. Each candidate statement will be uniformly printed and allowed the same amount of space in the County Voter Information Guide. The elections official bears no responsibility for the correct typesetting of statements that must be reformatted due to not conforming to the requirements, guidelines or word and paragraph limit as stated in this guide.

### Acceptable

- Statements to be typewritten
- In a block paragraph style
- Title case and lowercase characters

### Not Acceptable

- Indentation or unusual spacing
- Large or variable font type sizes
- Tables or lists (no bullet items)
- **Boldface**, *Italics*, or underlining in the body of the statement
- All CAPITAL Letters
- Party affiliation
- Membership or activity in partisan political organization(s)

Notwithstanding the above guidelines, nothing should be deemed to make any statement or author thereof free or exempt from any civil or criminal action or penalty because of any false, slanderous, or libelous statements offered for printing.

## **Word Counting Guidelines**

The guidelines listed below are used by the Yolo County Elections Office for counting words:  
*EC § 9*

- (1) Punctuation is not counted.
- (2) Each word shall be counted as one word except as specified in this section.
- (3) All proper nouns, including geographical names, shall be considered as one word.  
Examples: Los Angeles, New York, Yolo County and West Sacramento
- (4) Each abbreviation for a word, phrase, or expression shall be counted as one word.  
Examples: UCLA, PTA, USMC and P.C.S.O.
- (5) Hyphenated words that appear in any generally available standard reference dictionary, published in the United States at any time within the 10 calendar years immediately preceding the election for which the words are counted, shall be considered as one word. Each part of all other hyphenated words shall be counted as a separate word.
- (6) Dates shall be counted as one word.
- (7) Any number consisting of a digit or digits shall be considered as one word. Any number which is spelled, such as “one,” shall be considered as a separate word or words.  
“One” shall be counted as one word whereas “one hundred” shall be counted as two words. “100” shall be counted as one word. Number combinations are counted as one word.  
Examples: 1973 13 ½ 1985-88 5%
- (8) Telephone numbers shall be counted as one word.
- (9) Internet Web site addresses shall be counted as one word.  
Example: [www.yoloelections.org](http://www.yoloelections.org)

If the text exceeds the word limit before the statement is filed, the author will be asked to edit the statement until it is within the required word limit.

## Candidate Statement Checklist

The following checklist is provided to assist candidates with identifying errors that may prevent a statement from being printed as intended in the County Voter Information Guide.

If you answered “No” to any item, please review your candidate statement and make corrections to meet the guidelines.

<b>1. Is your statement typed on the online form provided by the elections office or submitted electronically on a CD, USB drive or by email?</b>	<input type="radio"/> Yes	<input type="radio"/> No
<b>2. Is your statement written in the first person?</b>	<input type="radio"/> Yes	<input type="radio"/> No
<b>3. Does your statement contain equal to or less than the maximum number of words as permitted?</b>	<input type="radio"/> Yes	<input type="radio"/> No
<b>4. Is your statement free of unusual spacing?</b>	<input type="radio"/> Yes	<input type="radio"/> No
<b>5. Is your statement free of any formatting requiring indentation?</b>	<input type="radio"/> Yes	<input type="radio"/> No
<b>6. Is your statement free of bolding, italics, underlining, tables and/or lists?</b>	<input type="radio"/> Yes	<input type="radio"/> No
<b>7. Is your statement free of references, direct or implied, to any other candidate or officeholder including their qualifications, character, or activities?</b>	<input type="radio"/> Yes	<input type="radio"/> No
<b>8. Is your statement free of any reference to your political affiliation or partisan political activity?</b>	<input type="radio"/> Yes	<input type="radio"/> No
<b>9. Is your statement free of any false information or information that may be deemed as slanderous or libelous?</b>	<input type="radio"/> Yes	<input type="radio"/> No
<b>10. Is your statement limited to your own personal background, education, qualifications, and platform upon which you will run?</b>	<input type="radio"/> Yes	<input type="radio"/> No
<b>11. If your statement contains endorsements, do you have documentation to present from the individual(s) or specific organization(s) endorsing you?</b>	<input type="radio"/> Yes	<input type="radio"/> No
<b>12. If your statement contains someone else’s name, do you have documentation to present from the individual(s) stating they give you permission to use their name in this manner?</b>	<input type="radio"/> Yes	<input type="radio"/> No