

CITY CLERK ELECTION FILING GUIDE

CANDIDATES AND
MEASURES

**PREPARED BY:
KERN COUNTY ELECTIONS**

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GENERAL INFORMATION

This Filing Guide for municipalities has been prepared to assist City Clerks in filing documents relating to the election. It includes a Calendar of Events, general information, and filing requirements with samples of forms. It is not intended to provide legal advice and is for general guidance only.

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

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

GENERAL INFORMATION GENERAL AND SPECIAL MUNICIPAL ELECTIONS

City Responsibilities

The jurisdiction shall provide the Kern County Elections Division and Board of Supervisors with signed copies of the “**Resolution Calling for an Election**” and “**Requesting Consolidation and Services.**”

Election resolutions should be addressed to **Julie Gragg** and be mailed to:

Julie Gragg
Clerk of the Board
1115 Truxtun Ave., 5th Floor
Bakersfield, CA 93301

Additionally, election resolutions should be addressed to **Aimee X. Espinoza** and be faxed/mailed or emailed to:

Aimee X. Espinoza
Auditor-Controller-County Clerk-Registrar of Voters
1115 Truxtun Ave., 1st Floor
Bakersfield, CA 93301
Phone: 661.868.3590 Fax: 661.868.3768
Email: elections@kerncounty.com

Ballot enclosure materials, including arguments, rebuttals, impartial analyses, candidate statements, and certified lists of qualified candidates must be accompanied by a transmittal letter and delivered by the applicable dates and times indicated in the Calendar of Events to:

Kern County Elections Divisions
1115 Truxtun Ave., 1st Floor
Bakersfield, CA 93301
Phone: 661.868.3590 Fax: 661.868.3768
Email: elections@kerncounty.com

- A “Resolution Calling for an Election” should include purpose of election, word limitation for candidate statements (**200 or 400 words**), Ballot Measure Text (**not to exceed 75 words including title**) and the vote requirement for measure passage (i.e., **majority of votes cast; 2/3 votes cast; 55% votes cast**). The resolution must state that the **City will reimburse the County for costs incurred**.
- All legal notices should be published (Notice of Election, Notice of List of Nominees etc.), **excluding Notice of Polling Places and Notice of Central Count Location**.
- All candidate nomination documents, including Campaign Finance disclosure forms, should be issued, received and certified. Also, ballot designations and word counts on all candidate statements and enclosures should be verified.
- **It is the responsibility of the City Clerk to qualify all candidates** and to provide a complete and accurate **final list of qualified candidate names and ballot designations**, including addresses and telephone numbers, to be published to the Elections Division by **E-81**. Also, the City Clerk must notify the Elections Division of any qualified write-in candidates by **E-11**.

City Responsibilities (continued)

- **Provide legible copies** of candidate statements and **legible copies** of arguments, rebuttals, impartial analysis, and other related ballot materials to be printed and to be included in the Voter Information Guide (VIG) & Sample Ballot Booklet. Legible copies of rebuttal arguments must be submitted. **Please visit Kernvote.com for deadlines on candidate statements and measures.**
- **A resolution** should be filed with the Elections Division by **E-83** to **amend** a measure for an election or **withdraw** a measure for a cancelled election. **(E.C. § 9605)**

Note: If the City is placing more than one measure on the ballot, the City must advise this office of the desired ballot sequence for multiple measures.

- The Elections Division should be notified no later than **E-75** if an election is being cancelled due to an insufficient number of candidates filing for offices. **(E.C. § 10229)**
- Ballot reproduction proofs of candidates statements and ballot enclosures should be reviewed and approved. The Elections Division should be notified immediately of any typographical errors, corrections, or omissions.
- **Certificates** of election should be issued to elected candidates.
- Staff within the **Elections Division** are available at the telephone numbers listed on the final page should you require additional assistance or have further questions after reviewing the Filing Guide. The Elections Division will provide direct contact information as appropriate to ensure timely support.

Kern County Elections Division Responsibilities

- The Elections Division receives signed copies of city resolutions “Requesting Consolidation and Services” and will automatically send the requesting cities a Filing Guide along with the appropriate forms such as candidate statement forms, estimated costs of candidate statements, etc. **If a city has a measure on the ballot, our office will provide argument/rebuttal forms.**
- The Elections Division verifies signatures on Nomination Petitions. Please allow 24-48 hours for turnaround time.
- The Elections Division recruits election workers and publishes the Notice of Election.
- The Elections Division assigns letter designations for each measure on the ballot. Letter designations are assigned in alphabetical order commencing with County measures and then other local measures (city, school, special district) in alphabetical sequence. **(E.C. §§ 13109, 13116)**
- The Elections Division prints official ballots in English and Spanish. VIG & Sample Ballot booklets are bilingual and will be printed and mailed. The City’s material will be included in the booklet.

The Elections Division also:

- Issues Vote by Mail ballots and materials and processes returned Vote by Mail ballots.
- Provides precinct supplies and trains election workers.
- Staffs poll sites and the central count location.
- Conducts election tally and releases semi-official election results.
- Canvasses election returns and certifies official election results to the City.

Certified List of Qualified Candidates

Below is the sample format the City Clerk should follow in submitting candidate names that will appear on the ballot. The additional information will be used for publication.

Certified Candidate	
June 2, 2026 Primary Election	
The following is the information we need from you (preferably on City letterhead), after the close of nominations:	
Office Name:	_____
Office on Ballot:	Yes or No
Office is Full / Short Term:	_____
Candidates Name (as it will appear on ballot):	_____
Ballot Designation:	_____ (Worksheet faxed to Elections Office)
Residence Address:	_____
Mailing Address:	_____
Daytime phone number:	_____ Evening phone number: _____
Fax phone number:	_____
Web Address:	_____
E-mail Address:	_____
Date Qualified as Candidate:	_____
Candidate Statement (optional): Yes or No	
If yes – a copy should have already been faxed to the Elections Office	
Website Publication: Yes or No	
Approval received from candidate for publication on Kern County Elections Website and copy forwarded to the Elections Office	
Please make sure that the information provided above matches what is on the Nomination Paper and the Ballot Designation Worksheet	

Name to Appear on the Ballot

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

- First, middle and last name.
- Initials only and full last name.
- A short version of their first name, such as “Bill” for William or “Kathy” for Kathleen.

Please note:

- **Titles or degrees** are not 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**).

Order of candidate names

The Secretary of State shall hold a public drawing to determine the order of candidate names on the ballot by randomly drawing each letter of the alphabet on **E-82**. Ballot positions for candidate names will not be available until approximately **40 days** before the election date. (**E.C. §§ 13111, 13112**)

Ballot Designation Provisions

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 (3)** words.
- Must appear on the Declaration of Candidacy/Nomination Papers at the time it is filed.
- Become public record once the information is filed on the Declaration of Candidacy/Affidavit of Nominee.
- **No changes can be made after the final date to file nomination documents, E-88.**

The listing of a designation on the ballot is OPTIONAL.

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.

- **Example A:** Governing Board Member.
- **Example B:** Board member, XYZ School District.
- **Example C:** Councilmember, City of Bakersfield.

◆ 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.

◆ Appointed Incumbent

The words **Appointed Incumbent** may be used **IF** the candidate was appointed to the office and is **now** 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.

Principal Occupation

No more than **three words** may be used 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.

- **Example A:** High School Teacher.
- **Example B:** Attorney/Educator/Businessowner.
- **Example C:** CEO/Councilmember.

Community Volunteer

A Community Volunteer shall constitute a valid principal vocation or occupation subject to the following conditions:

- A candidate's community volunteer activities constitute their principal profession, vocation, or occupation.
- A candidate may not use the designation of "Community Volunteer" in combination with any other principal profession, vocation, or occupation.
- A candidate is not engaged concurrently in another principal profession, vocation, or occupation.

Ballot Designation Provisions (continued)

No Ballot Designation Desired

A ballot designation is optional. If the candidate does not request a ballot designation, the City Clerk must indicate NONE on the certified list of qualified candidates.

Ballot Designation Worksheet

A ballot designation worksheet that supports the use of that ballot designation is required to be filed with the Elections Division at the same time a Declaration of Candidacy is filed. If a candidate fails to file a ballot designation worksheet, no designation will appear on the ballot (**E.C. § 13107.3(c)**).

Rejection of Ballot Designation

If the designation is in violation of any of the restrictions set forth in the California Elections Code, the candidate will be notified by certified mail return receipt request, addressed to the mailing address appearing on the candidate's ballot designation worksheet. If an alternative designation is not provided within the time allowed, no designation will appear on the ballot (**E.C. § 13107(f)(1)(2)**).

Unacceptable Designations




Pursuant to Elections Code 13107(e), the Elections Official shall not accept a ballot designation if:

- 1) It would mislead the voter.
- 2) It would suggest an evaluation of a candidate, such as outstanding, leading, expert, virtuous or eminent.
- 3) It abbreviates the word "retired" or places it following any word(s) that it modifies.
- 4) 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."
- 5) It uses the name of any political party, whether or not it has qualified for the ballot.
- 6) It uses a word or words referring to a racial, religious, or ethnic group.
- 7) It refers to any activity that is prohibited by law.

Candidate Statements

Candidate Statements must be filed no later than 5:00 p.m. on the last day of the Nomination Period.

Candidate Statement Form - the Candidate Statement Form is provided for candidate use in submitting statements to be printed in the VIG & Sample Ballot Booklet. The Candidate Statement Form should be included with the packet each candidate receives when filing nomination documents. The mailing period for VIG (E-40 to E-21) and the mailing period for ballots is E-29. (**E.C. §§ 3000.5, 3010**)

 KERN COUNTY County Clerk Elections	 Aimee X. Espinoza AUDITOR-CONTROLLER-COUNTY CLERK
CANDIDATE'S STATEMENT FORM	
Candidate Name: _____ Office Sought: _____	
The Candidate's Statement is optional. If you wish to submit your Candidate's Statement to be printed in the Voter Information Guide & Sample Ballot, please review instructions and information below.	
E.C. §13303(a): The County Voter Information Guide must be mailed no later than 21 days before the election.	
E.C. §13303(d) Notice: The price for a candidate statement is an estimation of the actual cost that varies from one election to another and may be significantly more or less depending on the actual number of candidates filing statements. Candidates will be billed for any additional actual expenses or refunded any excess deposit dependent on the final actual cost.	
Submittal	
• Candidate statements must be filed at the same time the Declaration of Candidacy is filed during the nomination period, Elections Code 13307 (a)(2).	
• The candidate statement cannot be changed once filed. The statement may be withdrawn during the nomination period and no later than 5 pm of the next working day after the close of the nomination period, per Elections Code 13307(a)(3).	
• To submit your candidate statement, email a Word Doc version to CandidateFiling@kerncounty.com with the subject line "Candidate Statement - (Your Name), and return the signed Candidate Statement Form along with payment.	
Content	
• Statements will be printed as submitted. Spelling, punctuation, and grammatical errors will not be corrected by the Elections office.	
• Statements must be a recitation of the candidate's own personal background and qualifications.	
• Elections Code 13308 prohibits any reference to other candidates for the office sought or to another candidate's qualifications, character, or activities.	
• If a candidate statement is filed that is not in compliance with Elections Code, the Elections Official may strike any language not in compliance.	
• The Kern County Elections Division is required to provide all election materials in English and Spanish. Translations are included in the cost of the candidate statement.	
Site and Format	
• Statements cannot include the following: <ul style="list-style-type: none">o Special characterso Non-standard fontso Underline, bold, italics, or capitalizedo Non-standard spacing, including indentationso Bullets or numbered lists	
• Statement will be printed in uniform size and darkness, and with uniform spacing.	
GROUNDED  BOUNDLESS	
1115 Truman Ave., 1 st Floor, Bakersfield, CA, 93301 661.868.3590 elections@kerncounty.com 661.868.3588 www.kerncountyclerk.com	

WORD LIMIT	
<input type="checkbox"/> 200	<input type="checkbox"/> 250 <input type="checkbox"/> 400
CANDIDATE NAME: _____	
OCCUPATION: _____	AGE: _____
CANDIDATE STATEMENT	
OFFICE SOUGHT: _____	DATE: _____
CANDIDATE SIGNATURE: _____	DATE: _____
EMAIL: _____	PHONE: _____
For Internal Use Only	
Date Received: _____	Completed By: _____
Word Count: _____	Payment Amount: _____
Date Approval Requested: _____	Date Paid: _____
Date Approval Received: _____	

State Law

Statements may not include references to other candidates (**E.C. § 13308**).

No changes are allowed after the statement has been filed.

Statements are confidential until after the close of the nomination period. Once the nomination period closes, the statements are open to public examination for a ten (10) calendar day period. During this period, a voter may seek a writ of mandate or an injunction requiring any or all data/material to be amended or deleted.

Candidate statements will be printed in English and Spanish and be included in the VIG & Sample Ballot Booklet at the candidate's own expense (**E.C. § 13307 (b)(2)**).

No reference to political party affiliation nor mention of any partisan political membership or activity is permitted.

Estimated Cost

The Candidate Statement Form issued with the nomination documents contains word limitations and estimated costs. Costs are **NOT** calculated according to word count.

If the candidate statement word limitation is **250 words** and a candidate submits a statement with less than **250 words**, the entire amount of the estimated cost must be deposited. The estimated cost is based on column price, not by word count.

The estimated cost is determined prior to all information being available; therefore, it is an approximation of the actual cost that varies from election and may be significantly more or less depending on the actual number of candidates filing statements. The candidate will be billed if the cost is more than what was received.

Public Examination Period

The period between **E-87** and **E-78** is the **recommended** timeframe for the City Clerk to make candidate statements, candidate names, and ballot designations available 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 data/material in a candidate statement to be amended or deleted (**E.C. § 13313(b)(1)**).

Incumbents/List of Qualified Candidates

A final list of candidates **To Appear** on the ballot and **Not to Appear** on the ballot should be available for distribution by **E-68**. Additionally, these listings will be posted on the Elections Division website at KernVote.com.

Campaign Disclosure Forms

Filing is the responsibility of the candidate or committee. It is the responsibility of candidates and/or committees to be aware of and to file the required campaign disclosure statements in a correct and timely manner. Below is a list of the most commonly used FPPC forms along with a brief explanation of who must file the form.

Form 501

Candidate Intention Statement

Must be filed before you solicit or receive any contributions or before making expenditures of personal funds on behalf of your candidacy. State Candidates (including judges) file with the Secretary of State. Local candidates file with the County Elections Official or the City Clerk.

Form 410

Statement of Organization

Must be filed by persons, organizations, or groups that raise contributions of \$2,000 or more in a calendar year to qualify as a recipient committee. A recipient committee must register with the Secretary of State and report all receipts and expenditures within 10 days of receiving \$2,000 or more in contributions.

You will receive written notification from the Secretary of State's Office assigning an identification number to your committee. (Identification numbers are also posted on the Secretary of State's web site at <https://cal-access.sos.ca.gov>).

NOTE: If it becomes necessary to file a Form 410 during the 16 days prior to the election, it must be filed within 24 hours.

Form 460

Recipient Committee Campaign Statement

Must be used by all recipient committees including:

Candidates, Officeholders and Their Controlled Committees

- A candidate or officeholder who has a controlled committee, or who has raised or spent or will raise or spend \$2,000 or more during a calendar year in connection with election to office or holding office. The Form 460 is also required if \$2,000 or more will be raised or spent during the calendar year at the behest of the officeholder or candidate.

Primarily Formed Ballot Measure Committees

- A person, entity, or organization that receives contributions totaling \$2,000 or more during a calendar year for the primary purpose of supporting or opposing the qualification, passage, or defeat of a single ballot measure or two or more measures being voted on in the same city, county, multi-county or state election.

Primarily Formed Candidate/Officeholder Committees

- A person, entity, or organization that receives contributions totaling \$2,000 or more during a calendar year to support or oppose a single candidate or officeholder, or two or more candidates or officeholders who are being voted upon in the same city, county, or multi-county election. This type of committee is not controlled by the candidate(s) or officeholder(s).

General Purpose Committees

- A person, entity, or organization that receives contributions totaling \$2,000 or more during a calendar year to support or oppose various candidates and measures (e.g., political parties, political action committees).

Form 700

Statement of Economic Interests

The Conflict-of-Interest provisions of the Political Reform Act of 1974, as amended, require that certain candidates file a Statement of Economic Interests no later than the final filing date for Declaration of Candidacy.

All Candidates are required to file a Form 700 with the exception of candidates for US Senate and Congress. (Gov. C. §§ 87200-87201)

Statements of Economic Interest must be filed no later than the final date for filing the Declaration of Candidacy. This filing is not required if the candidate has filed within the past 60 days for the same jurisdiction.

Candidates must disclose interest in real property and investments as of the date of filing. A person elected to office will be required to file annual statements while in office. (Gov. C. §§ 87201, 87203)

Forms and instructions will be given to the candidates when the nomination papers are issued. (Gov. C. § 87201)

Ballot Measures

Resolution for Ballot Measure Text

To ensure that the Elections Division uses the precise ballot measure text the City wants printed in the VIG & Sample Ballot Booklet, the City must include the ballot measure text, with title, **(not to exceed 75 words)** in the body of the **“Resolution Calling for an Election.”** The below are examples of acceptable and not acceptable submissions.

Acceptable

Shall the measure, entitled XXXXXX Measure, establishing a 1/8 cent per dollar (0.125%) general sales tax, annually providing an estimated \$250,000 in revenue, until ended by voters, with funds being deposited into the City’s General Fund for parks, recreation, buildings, street be adopted?	YES <input type="radio"/>
	NO <input type="radio"/>

Not Acceptable

SHALL THE MEASURE, ENTITLED XXXXXX MEASURE, ESTABLISHING A 1/8 CENT PER DOLLAR (0.125%) GENERAL SALES TAX, ANNUALLY PROVIDING AN ESTIMATED \$250,000 IN REVENUE, UNTIL ENDED BY VOTERS, WITH FUNDS BEING DEPOSITED INTO THE CITY’S GENERAL FUND FOR PARKS, RECREATION, BUILDINGS, STREET BE ADOPTED?	Yes <input type="radio"/>
	No <input type="radio"/>

Ballot Measure Text Samples

The below are examples of measure text as it will appear on the ballot.

⇒ **Measure D - Official Ballot Measure Text**

Any City Special Municipal Election MEASURE D

D CHARTER AMENDMENT. Shall the positions of Chief Deputy and of assistant or deputy next in line of authority to Chief Deputy, be removed from the County’s Civil Service System and placed in the unclassified service?	YES <input type="radio"/>
	NO <input type="radio"/>

Any City Special Municipal Election MEASURE G

G ANY CITY PARK GENERAL OBLIGATION BONDS, PROPOSITION C. Shall Any City incur bonded indebtedness not to exceed \$30,450,000 in Any City Park to rehabilitate the Mill Creek Garden and improve, construct and expand the Amphitheatre, Tennis Courts and, subject to securing matching public and/or private funds, the Oil Learning Center and museums; provided that parking built under this measure be limited to people using these facilities?	YES <input type="radio"/>
	NO <input type="radio"/>

Letter Designation

The Elections Division assigns letter designations for each measure on the ballot. Letter designations are assigned in alphabetical order commencing with County measures and then other local measures (city, school, special district) in alphabetical sequence. (E.C. §§ 3116, 13109)

Withdrawal and/or Amendments

The City should file a resolution with the Elections Division by **E-83** to amend a measure or if an election is being cancelled because a measure has been withdrawn (E.C. §9605).

Ballot Enclosures

Text and Titles

Ballot enclosures for impartial analyses, arguments, rebuttals, etc. are printed in the voter information portion of the VIG & Sample Ballot Booklet immediately behind candidate and measure contest pages. Copies of ballot enclosures to be printed in the VIG & Sample Ballot Booklet should be submitted as attachments to the "Resolution Calling for an Election" or as a separate mailing. Submitted attachments should be clearly identified by appropriate **ballot enclosure titles**.

Format and Style

Please type enclosure text in upper and lower case letters. Hyphens/dashes (-) are allowed. Enclosures will be typed in the VIG & Sample Ballot Booklet using a standard font and size determined by the County. However, enclosures may be submitted using any standard font.

The **argument/rebuttal** samples below show the layout will appear in the VIG & Sample Ballot Booklet in the following order: **(A) Argument in Favor, (B) Rebuttal to Argument in Favor, (C) Argument Against and (D) Rebuttal to Argument Against.**

A

ARGUMENT IN FAVOR OF MEASURE N

Our City of Central City is 5 square miles in size and would be divided into four equally populated districts. All council candidates would have to reside in one these districts to be elected to our city council.

District elections will promote a better defined improvement plan, that is more specific to our neighborhood needs and give our residents a point of contact that would live in their geographic part of the City.

This measure would help our City serve the needs of each district faster and have better communication between the community and government.

Jane Doe
Mayor

B

REBUTTAL TO ARGUMENT IN FAVOR OF MEASURE N

This measure does NOT create district representation. If these were truly district elections, only the people of that district would be allowed to vote for their candidate.

In addition, under this measure:

- Proposed districts are not equal
- One district may out vote the other districts
- This measure divides the City

VOTE NO ON DISTRICTS
VOTE NO ON MEASURE N

John Doe
City Councilmember

C

ARGUMENT AGAINST MEASURE N

The proposal to split the City into districts is a sham. The efforts of the new Council over the last two years have been to heal not divide, provide new services not polarize our community. This proposal divides and splits the City.

This sham proposal does not create real districts in which a Councilmember is elected by and represents that district. This proposal requires a candidate to reside in the district.

The current system, which allows a Councilmember to act on behalf of and be held accountable to ALL the citizens of Arvin, is the best system.

PLEASE VOTE NO ON SPLITTING
PLEASE VOTE NO ON DISTRICTS

John Doe
City Councilmember

D

REBUTTAL TO ARGUMENT AGAINST MEASURE N

Do you believe in smaller government, that which is closest to the people? Do you believe that our city would be best served if councilmembers resided in different parts of our city not just one exclusive neighborhood?

Then I ask for your YES VOTE FOR DISTRICTING.

There are naysayers who will say that districting will divide our city, but I submit to you that DISTRICTING WILL UNITE OUR GREAT CITY because all of our residents will know that they have a voice at the table where decisions are made.

Vote YES ON DISTRICTING to provide balanced representation on our city council.

Jane Doe
Mayor

Ballot Enclosure Titles and Word Limitation Chart


Use this chart in submitting correct titles and word counts for ballot argument enclosures.

City Enclosure Title Types		
General and Special Municipal Elections Consolidated with County Elections		
Title	Word Limitation Election Code	Enhanced Words
Proposed Ordinance - Measure ____	No Limit	N/A
Full Text of Ballot Measure ____	No Limit	N/A
Proposed Charter Amendment - Measure ____	No Limit	N/A
Impartial Analysis of Measure ____	500 (E.C. 9280)	N/A
Argument in Favor of Measure ____	300 (E.C. 9282)	N/A
Rebuttal to Argument in Favor of Measure ____	250 (E.C. 9285)	N/A
Argument Against Measure ____	300 (E.C. 9282)	N/A
Rebuttal to Argument Against Measure ____	250 (E.C. 9285)	N/A
Measure ____ Exhibit	No Limit	N/A
Tax Rate Statement - Measure ____	No Limit	N/A
____ City Special Municipal Election— Measure	N/A	N/A

Argument and Rebuttal Forms


These forms will be used by authors for submitting “FOR” or “AGAINST” opinions. Ballot argument text shall not exceed **300 words** in length including title. **Rebuttals** shall not exceed **250 words** including title.

All authors for submitted ballot arguments and rebuttals must be on the submission forms.



**County Clerk
Elections**

Aimee X. Espinoza
AUDITOR-CONTROLLER-COUNTY CLERK



Ballot Measure Primary Argument Submission Form

A ballot argument will not be accepted unless accompanied by this completed **typed** form, which shall contain the printed name(s) and signature(s) of the person(s) submitting it or, if submitted on behalf of a bona fide association of citizens, the name of the association and the printed name and signature of at least one of its principal officers. **Please make sure you are using proper format before submitting to the Elections Office.**

Word count limit for Primary Arguments = 300 words

Ballot Measure _____ for the _____ to be held on _____.

Primary Argument in Favor of
 Primary Argument Against

This argument is submitted by (check Only One):

The County of Kern Board of Supervisors or the Governing Body of a School District or Special District

Name of Governing Body: _____

Contact Person's Printed Name: _____

Phone: _____ Email: _____

Member(s) of Kern County Board of Supervisors or the Governing Body of a School District or Special District

Name of Governing Body: _____

Contact Person's Printed Name: _____

Phone: _____ Email: _____

Bona Fide Association of Citizens

If this argument is filed by a bona fide association of citizens, the signer of the argument must be affiliated with the association and be authorized to sign the argument on its behalf. Provide the printed name and signature of at least one principal officer of the association.

Name of Association: _____

Contact Person's Name: _____

Phone: _____ Email: _____

Individual Voters Eligible to Vote on the Measure

Contact Person's Printed Name: _____


Phone: _____ Email: _____

Combination of Voters and Associations

Contact Person's Printed Name: _____


Phone: _____ Email: _____

1115 Truxtun Ave, 1st Floor, Bakersfield, CA 93301 | 661.868.3590 | elections@kerncounty.com | www.kerncounty.com



**County Clerk
Elections**

Aimee X. Espinoza
AUDITOR-CONTROLLER-COUNTY CLERK



Ballot Measure Rebuttal Argument Submission Form

If both an argument in favor of and an argument against a measure have been selected for publication in the Sample Ballot & Official Voter Information Guide a **typed** rebuttal to the argument in favor of or the argument against the measure may be submitted as outlined in this form.

The author(s) of the primary argument of the measure may prepare and submit a rebuttal argument or may authorize in writing any other person or persons to prepare, submit or sign the rebuttal argument.

A rebuttal argument will not be accepted unless accompanied by this completed form, which shall contain the printed name(s) and signature(s) of the person(s) submitting it or, if submitted on behalf of a bona fide association of citizens, the name of the association and the printed name and signature of at least one of its principal officers. **Please make sure you are using proper format before submitting to the Elections Office.**

Word count limit for rebuttal arguments = 250 words

Ballot Measure _____ for the _____ to be held on _____.

Rebuttal to Argument in Favor of Measure
 Rebuttal to Argument Against Measure

Signed by Same Individual(s) Selected for the Voter Information Guide for the Primary Argument

If the rebuttal argument is signed by the same individual(s) as those already selected for the Voter Information Guide for the primary argument, check the following box.

Rebuttal argument is signed by the same individual(s) selected for the Voter Information Guide for the primary argument.

Contact Person's Printed Name: _____

Phone: _____ Email: _____

Signed by Different Individual(s) than Individual(s) Selected for the Voter Information Guide for the Primary Argument


The author(s) of the primary argument may authorize any other person or persons to sign the rebuttal argument. If signers are new for the rebuttal argument, please check the following box and attach the written authorization (the Authorization Form to Change in Signers of Rebuttal Argument) from the primary argument author(s).

Rebuttal argument is signed by new signers as authorized by primary argument author(s)

Contact person's printed name: _____

Phone: _____ Email: _____

Arguments will be emailed to the contact person listed here for review before they are printed in the Sample Ballot and Official Voter Information Guide.]



1115 Truxtun Ave, 1st Floor, Bakersfield, CA, 93301 | 661.868.3590 | elections@kerncounty.com | www.kerncounty.com

Declaration by Author(s) of Arguments / Rebuttals

These forms are to be completed by proponents or opponents for ballot measures.

These forms include a statement (to be signed by each proponent/author) declaring that the submitted argument and/or rebuttal is true and correct to the best of their knowledge and belief.


Argument Signers Form		Author	Verified
<p>No more than five signatures shall appear with any argument. If more than five signatures are submitted, the first five listed shall be printed. Names and titles listed will be printed in the order that they are listed below. Place a checkmark in the author column if the signer is author of the argument. A signer can only list one title. Honorifics such as M.D., Dr., Esquire, etc. with a name are not accepted.</p> <p>If the signers are part of a bona fide association, there is no requirement that they be eligible to vote on the measure. However, for each such signing individual, the title under the signer's name must list the name of that bona fide association and may include their position within that association.</p> <p>By signing below, the undersigned state that they have read the argument and believe it not to be false or misleading. Type information clearly.</p>		<p>Check if the signer is the author of the argument. Authors must be signers.</p>	<p>(FOR OFFICIAL USE ONLY) Staff Initial once the eligibility of the signer is verified.</p>
1.	Name: _____ Title: _____	<input type="checkbox"/>	<input type="checkbox"/>
Phone: _____ Email: _____		For translation purposes only He/His: <input type="checkbox"/> She/Her: <input type="checkbox"/>	
Address: _____			
Signature: _____ Date: _____			
2.	Name: _____ Title: _____	<input type="checkbox"/>	<input type="checkbox"/>
Phone: _____ Email: _____		For translation purposes only He/His: <input type="checkbox"/> She/Her: <input type="checkbox"/>	
Address: _____			
Signature: _____ Date: _____			
3.	Name: _____ Title: _____	<input type="checkbox"/>	<input type="checkbox"/>
Phone: _____ Email: _____		For translation purposes only He/His: <input type="checkbox"/> She/Her: <input type="checkbox"/>	
Address: _____			
Signature: _____ Date: _____			
4.	Name: _____ Title: _____	<input type="checkbox"/>	<input type="checkbox"/>
Phone: _____ Email: _____		For translation purposes only He/His: <input type="checkbox"/> She/Her: <input type="checkbox"/>	
Address: _____			
Signature: _____ Date: _____			
5.	Name: _____ Title: _____	<input type="checkbox"/>	<input type="checkbox"/>
Phone: _____ Email: _____		For translation purposes only He/His: <input type="checkbox"/> She/Her: <input type="checkbox"/>	
Address: _____			
Signature: _____ Date: _____			

Authorization Form for Change in Signers of Rebuttal Arguments

Authors of an **argument in “favor” or “against”** a ballot measure may prepare and submit rebuttal arguments, or may authorize, in writing, another person to sign the rebuttal by completing the following form.

KERN COUNTY / County Clerk Elections

Aimee X. Espinoza
AUDITOR-CONTROLLER-COUNTY CLERK



Authorization Form for Change in Signers of Rebuttal Arguments

Pursuant to California Elections Code 9187, 9317, and 9504, the author(s) of the primary argument in favor of or against a measure may authorize in writing any other person or persons to sign the rebuttal argument.

The undersigned author(s) of the primary argument hereby authorize(s) the following individual(s) to sign (up to five) the rebuttal argument to the primary argument in favor of/against (circle one) Measure _____ for the Election to be held on _____ :
(date of election)

NEW SIGNER(S) PRINT CLEARLY:

Name of Rebuttal Argument Signer: _____

Name of Rebuttal Argument Signer: _____

Name of Rebuttal Argument Signer: _____

Name of Rebuttal Argument Signer: _____

Name of Rebuttal Argument Signer: _____

(The new signers listed here must sign the Ballot Measure Rebuttal Argument Submission Form)

Name(s) & Signature(s) of the Primary Argument Author(s):

_____	_____
Printed Name & Signature of Author	Date
_____	_____
Printed Name & Signature of Author	Date

GROUNDLED BOUNDLESS

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Form must include the printed name and signature of the author of ballot argument and the person authorized to sign as rebuttal author. Complete and attach this form to the Declaration by Author(s) of Arguments or Rebuttals submitted with rebuttal argument text.

Available Forms

Copies of forms for submitting ballot measure arguments and rebuttals, referenced in this guide may be obtained by visiting KernVote.com or calling the Elections Division at 661.868.3590.

Withdrawal of Arguments

Ballot arguments “FOR” or “AGAINST” any measure may be withdrawn by proponents at any time prior to and including the final date fixed for filing arguments.

Public Examination

A public examination period is allowed for reviewing submitted arguments and rebuttal arguments during the **ten (10) calendar day period** immediately following the filing deadline for such documents. Throughout this period, any person may seek a writ of mandate or an injunction to require any or all of the material to be amended or deleted. The writ of mandate or injunction request shall be filed no later than the end of the ten (10) calendar day public examination period.

Original Forms/Signatures

Electronic or faxed copies of arguments and/or rebuttals may be sent to the Elections Division; however, forms with **original signatures must be received by the Elections Division within 48 hours of the faxed or electronic transmission.**

Litigation

The Elections Division must be notified of any pending litigation involving ballot enclosures. This includes action taken by the court if amendments or deletions are required on any ballot enclosures. This could potentially cause a delay in meeting established deadlines and/or printing of VIG & Sample Ballot Booklets.

Ordinance/Charter Amendments

Pursuant to Elections Code Sections 9223 and 9280, the City may print a notice in the VIG & Sample Ballot Booklet advising voters of the availability of a free copy of the Ordinance/Charter Amendment Text. Information on the process of obtaining a copy of ballot enclosures or accessing ballot measure text may be posted on the Elections Division and City websites and may also be printed in a Voter Advisory Notice immediately below the impartial analysis. The City should provide the desired notice text to the Elections Division by **E-78. (E.C. §§ 9205, 9290, and 9295).**

Word Counting Guidelines For Candidate Statements / Arguments / Rebuttals and Other Enclosures

Elections Code Chapter 1. General Provisions, § 9)

The following guidelines are used by the Elections Division for counting words on candidate statements, ballot measure text, arguments, rebuttals and other ballot enclosures. The guidelines **do not** apply to ballot designations for candidates. If the text exceeds the specified 200 or 300 word limit, the author will be asked to delete words or change text until the statements conforms with requirements.

1. **Punctuation Marks** are not counted. Symbols such as “&” (and), and “#” (number/pound) are not considered punctuation and each symbol is counted as one (1) word.
2. **The Words** “I”, “a”, “the”, “and”, “an” are counted as individual words.
3. **Proper Nouns**, such as geographical names, and names of persons or things, as one (1) word.
EXAMPLE: “Gerry Collis”
 “City of Tehachapi”
 “Mechanics Bank Arena”
4. **Abbreviations** such as acronyms or abbreviations for a word, phrase, or expression are counted as one (1) word.
EXAMPLE: CSUB
 BPD
 KCSO
5. **Hyphenated Words** that appear in any generally available standard reference dictionary published in the U.S. at any time within the last 10 calendar years immediately preceding the election are counted as one (1) word.
EXAMPLE: Attorney-at-law
6. **Dates** are counted as one (1) word.
EXAMPLE: July 21, 1983
 21 July, 1983
 7/21
 7/21/1983
7. **Numeric Combinations** are counted as one (1) word.
EXAMPLE: 1983
 13 1/2
 1980-83
 25%
8. **Monetary Amounts** consisting of a combination of digits are counted as one (1) word.
EXAMPLE: \$1,000.00

Monetary Amounts consisting of a combination of words and digits are counted as two (2) words.
EXAMPLE: \$1 million
9. **Telephone/Fax Numbers** are counted as one (1) word.
EXAMPLE: 1-800-452-8683
10. **Internet Web Sites/E-mail Addresses** are counted as one (1) word.
EXAMPLE: <https://KernVote.com>
 elections@kerncounty.com

Available Reports and Materials

Election Workers by Poll Site

This report shows the poll site location and the language spoken by election workers at the poll site. It also indicates if a poll site is accessible to the disabled and elderly. It is available approximately **E-29 days** before the election.

Street Index

This report is produced for each election precinct and is listed in alphabetical order by street address. The **final** list is available **fifteen (15) days** before the election.

Copies of these reports/guides are available to assist City Clerks with any questions they may receive pertaining to their Municipal Election. Please notify the Elections Division (with principal contact for City Clerks) in writing or by E-mail. If you wish to receive any of the above materials, please indicate whether you want the documents mailed or arranged for pick up.

Election Night Semi-Final Official Results and Certification

Semi-Final Official Results

All semi-final results will be released from the Elections Division, and available on our website Kernvote.com.

Semi-Final results will also be continuously updated and displayed on KernVote.com throughout Election Night and during the Official Canvass.

Vote by Mail ballot semi-final results will be available by approximately 8:15 p.m. on Election Night. Precinct semi-final results will be available as ballots are processed. Bulletins are updated and results released approximately **every 2 hours** until the last **semi-final official results** are tallied on Election Night/early the following morning.

Certification of Official Results

The Elections Division has 30 days to certify election results. Pursuant to E.C. § 15372, the elections official shall prepare a certified statement of the results of the election and submit it to the governing body within 30 days of the election.

Certificates will be mailed to City Clerks unless other arrangements are made by the City Clerk. Please contact the Elections Division by E-mail at elections@kerncounty.com or by phone at 661.868.3590 to make alternate arrangements for your certification.

Contact Information

**Kern County Elections Division
1115 Truxtun Ave., 1st Floor
Bakersfield, CA 93301
KernVote.com**

Our website provides information about the Kern County Elections Division including:

- Current and Past Election Activities
- Election Data
- Poll Sites and Drop Box Locations
- Election Results
- Forms and Handbooks
- Elected Officials
- Election Related Links

Candidate Filing

Phone: 661.868.3590

Fax: 661.868.3768

Email: elections@kerncounty.com
candidatefiling@kerncounty.com

Website: KernVote.com

Hours: Monday-Friday 8am to 5pm

Secretary of State Elections Division

Phone: 916.657.2166

Fax: 916.653.3214

Website: www.sos.ca.gov

Fair Political Practices Commission (FPPC)

Phone: 866.275.3772

Fax: 916.322.0886

Email: complaint@fppc.ca.gov

California Law <http://leginfo.legislature.ca.gov/faces/codes.xhtml>

DAYS PRIOR TO ELECTION	ELECTION CALENDAR (General & Special Municipal Elections Consolidated) EVENTS
E-120	<p><u>ADOPTION OF ELECTION RESOLUTION (FOR OFFICE CONTESTS):</u> Recommended last day for City Council to adopt resolution calling a General or Special Municipal Election for city elected officials (E.C. § 10403).</p> <p><u>CITY RESOLUTION – CANDIDATE STATEMENTS:</u> Last day for the City Council to adopt resolution determining or amending the word limitation for Candidate Statements (200 or 400 words), and whether advance payment is required (E.C. § 13307).</p>
E-113 to E-88 (5 p.m.)	<p><u>NOMINATION PERIOD:</u> First and last day for candidates to file nomination documents with the City Clerk (E.C. §§ 10220, 10224, 10407).</p> <p><u>CANDIDATE STATEMENTS:</u> During this period candidates may file with the City Clerk a Candidate Statement not to exceed the word limitation (200 or 400 words) for inclusion in the Voter Information Guide. The statement shall be filed no later than the last day to file nomination documents (E.C. § 13307).</p>
E-113	<p><u>NOTICE OF ELECTION – PUBLICATION:</u> On or before this date, the City Clerk shall publish a Notice of Election (E.C. § 12101 and G.C. § 6061).</p>
E-88 (5 p.m.)	<p><u>NOMINATION DOCUMENTS – DEADLINE DATE:</u> Last day for candidates to file nomination documents with the City Clerk (E.C. §§ 10220, 10224, 10407).</p> <p><u>CANDIDATE WITHDRAWAL:</u> No candidate whose Declaration of Candidacy has been filed may withdraw after this date (E.C. § 10224).</p> <p><u>CONSOLIDATION OF ELECTIONS:</u> Last day City Clerk can file a resolution with the Board of Supervisors and the Elections Division requesting consolidation with the election. A resolution placing a measure on the ballot shall contain the ballot wording which cannot exceed 75 words (E.C. §§ 1405, 10402, 13247).</p>
E-87 to E-83 (5 p.m.)	<p><u>NOMINATION EXTENSION PERIOD (IF INCUMBENT DOES NOT FILE):</u> If nomination documents for an incumbent are not filed by 5 p.m. on E-88, the nomination period shall be extended from E-87 until E-83 at 5 p.m., for persons other than the incumbent (E.C. § 10225).</p> <p><u>NOTE:</u> The extension does not apply where there is no incumbent eligible to be elected.</p>
E-87 to E-78	<p><u>PUBLIC EXAMINATION PERIOD:</u> Recommended period for the City Clerk to make available candidate statements, candidate names, and ballot designations for public examination. During this period any person may file a Writ of Mandate or an injunction to require any or all of the data/material in a candidate statement to be amended or deleted (E.C. § 13313). For candidate names and ballot designations, a Writ of Mandate may be filed pursuant to E.C. § 13314.</p> <p><u>NOTE:</u> If the nomination period is extended for a particular office, the examination period for that office shall be adjusted to E-82 through E-73**.</p>

*These dates are set by the Election Official to meet printing deadlines. Dates may change.

E-85	<p>MEASURES – LETTER DESIGNATION: Scheduled date for the county elections official to notify the City Clerk of letter assigned to ballot measure(s) (E.C. §§ 13116, 13109).</p>
E-83 (5 p.m.)	<p>DATE FIXED TO SUBMIT ARGUMENTS – PUBLICATION: No later than this date, a notice may be published once in a newspaper of general circulation setting forth the date fixed to submit direct arguments (E.C. § 9163, G.C. § 6061). NOTE: It is recommended that this notification be combined with the Notice of Election that cities publish pursuant to E.C. § 12101.</p>
E-83	<p>AMENDMENT OR WITHDRAWAL OF MEASURE – DEADLINE: Last day for county elections official to receive a resolution from a legislative body requesting to withdraw or amend any measure previously submitted for placement on the ballot (E.C. § 9605).</p> <p>MEASURE LETTER DESIGNATION: Last day for a City Clerk to request a specific letter designation in writing for a measure appearing on the ballot. An alternate choice should be submitted in case the requested designation has already been assigned.</p>
E-82 (11 a.m.)	<p>RANDOMIZED ALPHABET DRAWING BY SECRETARY OF STATE: The Secretary of State shall hold a public drawing to determine the order of candidate names to appear on the ballot by randomly drawing each letter of the alphabet (E.C. § 13112).</p> <p>RANDOMIZED ALPHABET DRAWING BY ELECTIONS DIVISION: A public drawing shall be held to determine the order of candidate names on the ballot for state legislative districts that encompass more than one county by randomly drawing each letter of the alphabet (E.C. § 13111(i)).</p>
E-81	<p>LIST OF CANDIDATES – COPY OF CANDIDATE STATEMENTS: No later than this date the City Clerk shall deliver to the County Elections Official a certified list of qualified candidate names, ballot designations, and residence addresses (E.C. §§ 10402, 10403). A legible copy of each candidate statement to be included in the Voter Information Guide shall be delivered to the county elections official by this date. NOTE: The name of the candidate statement MUST match the name on the certified list of qualified candidates.</p>
E-80 to E-73	<p>*PUBLIC EXAMINATION PERIOD FOR BALLOT MEASURE MATERIALS: Recommended period for the City Clerk to make available for public examination, a copy of ballot measure text, impartial analysis, and arguments for a measure. During this period any person may file a writ of mandate or an injunction to require any or all of the date/material to be amended or deleted (E.C. § 9295).</p>
E-78	<p>IMPARTIAL ANALYSIS – LAST DAY TO SUBMIT TO CITY CLERK: Recommended last day for the City Attorney to transmit impartial analysis of measure to the City Clerk (E.C. § 9280). *ARGUMENTS – LAST DAY TO SUBMIT TO CITY CLERK: Recommended last day to submit arguments “FOR” or “AGAINST” any city measure to the City Clerk. Arguments may not exceed 300 words in length (E.C. §§ 9282, 9286).</p>
E-78	<p>*MEASURE ENCLOSURE: No later than E-78 the City Clerk shall deliver a copy of each argument, ordinance text, analysis and any other ballot data/material to the county elections official to be included in the Voter Information Guide.</p>

*These dates are set by the Election Official to meet printing deadlines. Dates may change.

E-75	<p><u>CANCELLED ELECTION DUE TO INSUFFICIENT NUMBER OF CANDIDATES:</u> Last day for City Clerk to make appointment(s) in lieu of election when an insufficient number of candidates file for the office. If an appointment(s) is not made, the election shall be held (E.C. § 10229). <u>NOTE:</u> The City Clerk must notify the county elections official immediately of cancelled elections.</p>
E-74	<p><u>*REBUTTALS – LAST DAY TO SUBMIT TO CITY CLERK:</u> Recommended last day for authors of arguments “FOR” and “AGAINST” any city measure to submit rebuttals (if permitted) to the City Clerk. A rebuttal may not exceed 250 words (E.C.§§ 9285, 9317).</p>
E-72	<p><u>*REBUTTALS – LAST DAY TO SUBMIT TO COUNTY:</u> Recommended last day for the City Clerk to submit rebuttals to the county elections official for inclusion in the Voter Information Guide.</p>
E-72	<p><u>*PUBLIC EXAMINATION PERIOD FOR REBUTTALS:</u> Recommended period for the City Clerk to make available rebuttals for public examination. During this period any person may file a writ of mandate or an injunction to require any or all of the date/material to be amended or deleted (E.C. § 9295).</p>
E-61 to E-55	<p><u>BALLOT PROOFS:</u> Recommended period for county elections official to deliver copies of official ballot proofs to the City Clerk for approval. <u>NOTE:</u> Corrections to any ballot material must be submitted to the county elections official within 24 hours of receipt.</p>
E-57 to E-14	<p><u>STATEMENT OF WRITE-IN CANDIDACY:</u> A name written on a ballot will not be counted unless the person has filed a Statement of Write-In Candidacy and sponsor signatures stating that they are a write-in candidate for the election during this period (E.C.§§ 8600, 8601, and 10103).</p>
E-29	<p><u>PRECINCT BOARD – APPOINTMENT:</u> Last day to appoint staff and designate poll sites. A notice of appointment shall be mailed to all staff (E.C. §§ 12286, 12307, and 12319).</p> <p><u>MAILING OF VOTE BY MAIL BALLOTS:</u> No later than 29 days before the day of the election, the county elections officials shall begin mailing the materials required by E.C. §§ 3001, 3010.</p> <p><u>PROCESSING VOTE BY MAIL BALLOTS:</u> The processing of vote by mail ballots may commence on the 29th business day before the election but the results of the tally shall not be released until after the poll sites close (E.C. § 15101).</p>
E-29 to E-7	<p><u>VOTE BY MAIL – FIRST AND LAST DAY TO APPLY</u> 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).</p>

*These dates are set by the Election Official to meet printing deadlines. Dates may change.

E-29 to E-7	<p>REMOTE ACCESSIBLE VOTE BY MAIL Between these dates, any voters may apply for RAVBM if they are unable to go to a polling site because of confinement due to an illness or are out of state. The voter will be required to print and return their ballot via mail, email or fax (E.C. § 3016.7).</p>
E-21	<p>MAILING OF OFFICIAL SAMPLE BALLOT BOOKLETS (Historically commencing E-40): An Official Sample Ballot Booklet shall be mailed to each voter in the jurisdiction no later than 21 days before the election (E.C. § 13303).</p>
E-15	<p>CLOSE OF REGISTRATION: Last day to transfer or register to vote in the election. (E.C. § 2102).</p>
E-14 to E-0	<p>NEW CITIZEN ELIGIBILITY TO REGISTER AND VOTE: A new citizen is eligible to register and vote at the office of, or at another location designated by, the county elections official at any time beginning on the 14th day before an election and ending at the close of polls on the election day following the date on which that person became a citizen (E.C. §§ 3501, 3502, and 3503).</p>
E-12	<p>WRITE-IN CANDIDATES – SUBMIT TO COUNTY: Recommended last day for the City Clerk to deliver the list of qualified write-in candidates to county elections official.</p>
E-10	<p>CENTRAL COUNT LOCATION – PUBLICATION: On or before this date a notice specifying the public place to be used as a central count location for counting the ballots shall be published once in a newspaper of general circulation within the jurisdiction (E.C. § 12109).</p>
E-7	<p>NOTICE OF LIST OF NOMINEES – PUBLICATION: On or before this date, the City Clerk shall publish a list of nominees once in a newspaper of general circulation within the city (E.C. § 12110)</p>
<p>E-0 ELECTION DAY (8 P.M.)</p>	<p>ELECTION DAY: Polling Sites open at 7 a.m. and close at 8 p.m. (E.C. §§ 1201, 14212).</p> <p>VOTE BY MAIL BALLOTS RETURNED – 8 P.M. Last day for Vote by Mail ballots to be received or turned in personally by the voter at any Polling Site in the jurisdiction. An authorized representative may return the voted ballot under specified conditions (E.C. §§ 3017, 3020). Any Vote by Mail ballot cast under this Division shall be timely cast if it is received by the voter’s elections official via the United States Postal Service or a bona fide private mail delivery company no later than seven (7) days after election day in addition to the provisions set forth in E.C. § 3020, Section 1 and 2 (E.C. § 3020(b) Section 1 and 2).</p>
E+2	<p>OFFICIAL CANVASS: The canvass of election returns shall commence no later than the first (1st) Thursday following the election (E.C. § 15301).</p>
E+30	<p>COMPLETION OF OFFICAL CANVASS: The county elections official shall prepare a certified statement of the results of the election and submit it to each jurisdiction within 30 days of the election (E.C. § 15372).</p>