



## STANISLAUS COUNTY REGISTRAR OF VOTERS

### Candidate Statement – Submission Instructions, Deposit and Checklist

#### **ALL CANDIDATES – Required Forms and Payment:**

A candidate statement is not considered “filed” for inclusion in the Stanislaus County Voter Information Guide until the content and format have been approved by a Stanislaus County elections manager and the signed candidate statement authorization form and required deposit payment is received by the Stanislaus County Registrar of Voters. **The process must be completed no later than 5:00 p.m. on the final day of the candidate nomination filing period for the office sought.**

- ✓ The statement must be approved for content and format by the Stanislaus County ROV office before it can be accepted for filing. Statements will be reformatted by the Stanislaus County Registrar of Voters to block paragraph, Arial 10 format to comply with current guidelines. Statements not in compliance with current elections code and/or Stanislaus County guidelines will not be accepted or printed in the County Voter Information Guide.
- ✓ The candidate statement form and required deposit check **MUST** be received by the Stanislaus County Registrar of Voters **no later than 5:00 p.m. on the last day of the candidate nomination filing period** for the office sought.
- ✓ If you are having difficulty submitting the statement or if you do not receive an email to confirm receipt of the statement within 24 hours of submission, contact us at 209-525-5237 or 209-525-5201.

#### **Candidates who file their Declaration of Candidacy IN STANISLAUS COUNTY:**

1. Email your completed statement forms to **CampaignDocs@stancounty.com** with “*Candidate Statement*” in the email subject line. Confirmation of receipt will be emailed to you within 24 hours of submission.
2. Election managers review the statement for content, word count and format.
3. Statement review results will be emailed to you as “**approved as submitted**” or “**rejected, corrections required**” with the corrections clearly outlined. The corrected statement should be submitted using the same directions above and should continue until the statement is “*approved as submitted.*”
4. Once the statement is approved, you must complete the filing process during your in person visit to complete your candidacy forms. You are required to sign the authorization forms and submit the deposit payment to complete the candidate statement filing process **PRIOR** to the close of the candidate nomination period.
5. **Multi-County jurisdictions** - Pursuant to EC 13307.7:
  - a. We will forward an electronic version of your statement to all shared counties for the office sought.
  - b. You must complete the statement filing process with each county where you intend to submit your statement for inclusion in their voter information guide.
  - c. You should contact each county to get their filing instructions and required deposit amount. The statement and deposit must arrive at the elections office of each county no later than 5:00 p.m. on the last day of the candidate nomination period for the office sought.
    - **IN PERSON:** Recommended to ensure filing deadlines are met.
    - **BY MAIL:** Mail a hard copy of the signed statement form and their required deposit to each county within 3 days of filing the statement. You must use overnight delivery service.

#### **Candidates who file their Declaration of Candidacy in a county OTHER THAN STANISLAUS COUNTY:**

Candidates in a multi-county race who file their original Declaration of Candidacy and Candidate Statement form in a county other than Stanislaus who choose to file their candidate statement in Stanislaus County must ensure the statement **conforms to Elections Code 13300-13317 and the current Stanislaus County guidelines for uniform content and format** to be printed in the Stanislaus County Voter Information Guide. Statements will automatically be reformatted to Arial 10 block paragraph format to comply with Stanislaus County’s current guidelines.

To submit your statement:

- **IN PERSON:** Recommended to ensure content and format are approved and filing deadlines are met.
- **BY MAIL:** **A hard copy of the signed statement form and required deposit payment must be delivered to the Stanislaus County Registrar of Voters office NO LATER THAN 5:00 p.m. on the last day of the candidate nomination filing period for the office sought.** You must use overnight delivery service within 3 days of filing your Declaration of Candidacy. Statements received after the close of the candidate filing period will be marked “**TOO LATE**” and will be mailed back to the candidate unprocessed.

Mail the required documents to:

Stanislaus County Registrar of Voters  
Attn: Candidate Services  
1021 “I” Street, Suite 101  
Modesto, CA 95354

### **Candidate Statement Deposit**

- The required deposit must be submitted with the candidate statement forms.
- The deposit check should be made payable to: **Stanislaus County Registrar of Voters.**
- The candidate is responsible for the **actual cost incurred** by the county to include their statement in the voter information guide mailed to voters in the district boundaries of the office sought.
- The deposit is based on the voter count in the district of the office sought.
- The candidate will receive a bill if the actual cost exceeds the deposit or a refund if the actual cost is less than the deposit.
- Stanislaus County is mandated under the Voting Rights Act to provide materials and information in English and Spanish. The ROV provides all translations to ensure uniformity.

## **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:

1.	Is your statement typed on the form provided by the elections office?	<input type="radio"/> Yes	<input type="radio"/> No
2.	Is your statement written in the first person?	<input type="radio"/> Yes	<input type="radio"/> No
3.	Does your statement contain equal to or less than the maximum amount of words and paragraphs as permitted?	<input type="radio"/> Yes	<input type="radio"/> No
4.	Is your statement free of unusual spacing and repetitive punctuation?	<input type="radio"/> Yes	<input type="radio"/> No
5.	Is your statement in block paragraph format with no indentations?	<input type="radio"/> Yes	<input type="radio"/> No
6.	Is your statement free of bullets, stars, asterisks, bolding, italics, underlining, tables and/or lists?	<input type="radio"/> Yes	<input type="radio"/> No
7.	Is your statement free of references, direct or implied, to any other candidate or officeholder, including their qualifications, character or activities?	<input type="radio"/> Yes	<input type="radio"/> No
8.	Is your statement free of any reference to your political affiliation or partisan political activity?	<input type="radio"/> Yes	<input type="radio"/> No
9.	Is your statement free of any false information or information that may be deemed as slanderous or libelous?	<input type="radio"/> Yes	<input type="radio"/> No
10.	Is your statement limited to your own personal background, education, qualifications and platform upon which you will run?	<input type="radio"/> Yes	<input type="radio"/> No
11.	If your statement contains endorsements, do you have documentation to present from the individual(s) or specific organization(s) endorsing you?	<input type="radio"/> Yes	<input type="radio"/> No
12.	If your statement references another person's name, do you have documentation to present from the individual(s) stating they gave you permission to use their name in this manner?	<input type="radio"/> Yes	<input type="radio"/> No

**If you answered "No" to any of the questions above, your candidate statement may contain content that is prohibited by California Elections Code or election official's policy.**



# STANISLAUS COUNTY REGISTRAR OF VOTERS

Candidate Statement Cover Sheet

Election Date: **NOVEMBER 5, 2024**

Name to appear above statement \_\_\_\_\_

Office sought, include district/area # if applicable \_\_\_\_\_

Deposit required \$ \_\_\_\_\_

Full Term

Short Term

**Information to Candidates:** Your statement may include the name, age and occupation along with a brief description of your education and qualifications expressed by the candidate himself or herself. The statement must not exceed the word count limit for the office sought. Statements must conform to the guidelines for uniform content and formatting described in the current Stanislaus County Candidate Guide. Statements not in compliance with guidelines will be reformatted and set in uniform type by the elections official and/or rejected. Once approved and filed, statements may **not be changed**, but can be withdrawn until 5:00 p.m. on the next working day after the close of the nomination period.

**Content:**

- Be accurate. **Statements will be printed as submitted.** Spelling, punctuation and grammatical errors **will not** be corrected by the Elections office; therefore, all statements should be carefully checked before submission.
- Elections Code §13308 restricts the candidate statement to a recitation of the candidate’s own personal background and qualifications and prohibits any reference to other candidate’s qualifications, character or activities. The ROV will not print a statement that does not comply with this code section.
- Approval of the statement by the Stanislaus County ROV office is required prior to filing a statement. If a statement is filed that is not in compliance with the Elections Code and ROV guidelines for uniform format and content, the elections official will reformat the statement to uniform format and/or reject the statement. The elections officials will notify you via return email if corrections are required or if the statement is approved

**Word Count / Paragraph Limit** (uniform standards):

- Candidates for Superior Court Judge, County Offices, Special Districts, School Districts and Cities are limited to **200 words** and **5 paragraphs or less.**
- Candidates for U.S. Representative in Congress, State Senator and Member of the State Assembly are limited to **250 words** and **6 paragraphs or less.**

**Size and Format:**

- Statements will be printed in type of uniform size and darkness, and with uniform spacing in Arial 10 point font.
- Statements must be submitted left justified and in block format. No indentations, bullets or lists are permitted. Statements not in block paragraph format will be reformatted to block paragraph format by the elections official.

**Endorsements:**

- Statements containing endorsements must be accompanied by a signed and dated written letter of authorization or other form of proof of the endorsement from the person(s) and/or organization(s) offering the endorsement.

**Permission:**

- If you use someone else’s name in your statement, the statement must be accompanied by a letter from them stating that you have their permission to use their name in your statement. Letters must be signed and dated.
- If someone else files your statement, they must present an original Letter of Authorization stating that you authorize that person to submit the statement, make changes if needed, pay the deposit and sign the statement authorization form on your behalf. Letters must be signed and dated by the candidate.

**Submittal Deadline:**

- Primary Election: You must file the statement at the same time you file your Declaration of Candidacy form during the candidate nomination filing period. Elections Code §13307 (a)(2)
- General Election: You must file the statement no later than 5:00 p.m. on the last day of the candidate nomination filing period.

**Public Examination:**

- Elections Code §13313 allows for a ten-day public examination period of all candidate statements after the filing period closes. During this period, the elections official, or any voter of the jurisdiction in which the election is being held, may seek a writ of mandate or an injunction requiring any or all the material in the candidate statement to be amended or deleted. Copies may be purchased for \$3.00 per statement.

YES, I will file a candidate statement – type your statement on the template provided.

If there is no opposition for this contest, automatically withdraw this candidate statement. (optional) \_\_\_\_\_

Initials

NO, I will not file a candidate statement.

Date: \_\_\_\_\_ Signature of Candidate: \_\_\_\_\_



**STANISLAUS COUNTY REGISTRAR OF VOTERS**  
 Candidate Statement Authorization Form

- **INSTRUCTIONS TO CANDIDATES:** Use the template below to prepare your candidate statement. When finished, submit your statement for approval. Once approval is received for content and format, print and sign both pages.
- You must submit your statement via email to [CampaignDocs@stancounty.com](mailto:CampaignDocs@stancounty.com) and receive approval of content and format PRIOR to officially filing the statement. "COMPLETION OF FILING" means the statement has been approved by the Stanislaus County ROV office, the authorization form and cover page are completed correctly and the required deposit payment with hard copies of the signed statement form are received by the Registrar of Voters office **NO LATER THAN 5:00 p.m.** on the last day of the candidate nomination filing period the office sought.
- The information in the "NAME", "OCCUPATION" and "AGE" fields below will be printed above the candidate statement and are not included in the word count limit. If a candidate does not list an occupation or age on this candidate statement form, that field will appear blank in the County Voter Information Guide.
- The "OCCUPATION" field in the candidate statement is optional and not restricted in the same manner as the ballot designation that appears underneath the candidate's name on the Official Ballot, therefore it may be different than the candidate's ballot designation.

NAME: \_\_\_\_\_ OCCUPATION: \_\_\_\_\_

OFFICE SOUGHT: \_\_\_\_\_ (include district # if applicable) AGE: \_\_\_\_\_ (optional)

QUALIFICATIONS: (your word count starts here)

I have prepared the above candidate statement pursuant to Elections Code §13307 to be printed in the Stanislaus County Voter Information Guide (SCVIG) mailed to each registered voter who is eligible to vote for me. I have read and agree to the instructions and guidelines provided by the Stanislaus County ROV for statement content and formatting and acknowledge that statements not in compliance with current content and/or format guidelines are subject to rejection and/or reformatting for uniform printing in the SCVIG. I understand that I must adhere to the "Completion of Filing" guidelines provided above for my statement to be printed in the SCVIG.

Date: \_\_\_\_\_ Signature of Candidate: \_\_\_\_\_