

# City of Thousand Oaks

## November 8, 2016

### ELECTIONS CALENDAR

DATE/ DEADLINE	PERIOD COVERED	FORMS REQUIRED AND GENERAL INFORMATION
May 8, 2016		First day to receive contributions or make expenditures (Six months prior to election.) [TOMC §1-13.03(b)(1)]
July 18, 2016	July 18 - August 12, 2016	<b>Nomination Period Starts:</b> First day to receive and file Nomination Papers. Nomination papers are to contain not less than 20 and no more than 30 valid signatures. A valid signature is a signature of a registered voter within the City of Thousand Oaks corporate limits. Nomination Period is July 18-August 12, 2016. [Elections Code §10220]
August 1, 2016	January 1 - June 30, 2016	Form 460 - Semi-Annual Campaign Disclosure Statement (January 1, 2016 through June 30, 2016 (State Requirement)). File by personal delivery or first class mail.
August 10 – November 8, 2016	August 10 – November 8, 2016	Form 497 - 24 Hour Contribution Report file <b>within 24 hours</b> by personal delivery, email, guaranteed overnight service, or fax; <u>State requirement threshold of \$1,000+ (i.e., personal loan) within 90 days before election.</u> Pursuant to State law, reports <u>due</u> on a weekend or state holiday ( <b>other than weekend before the election</b> ) are extended to the next business day. Email: CityClerk@toaks.org
August 12, 2016 5:00 p.m.	July 18 - August 12, 2016	<b>Nomination Period Ends:</b> Nomination Paper, Ballot Designation Worksheet, Conflict of Interest Form 700, and Optional Candidate Statement/Payment. <b>All forms must be concurrently filed in the City Clerk Department no later than 5:00 p.m., August 12, 2016</b> [Elections Code §10224]
August 13 – 22, 2016		<b>Nomination Papers/Public Review Period</b> Between these dates, Candidate Statements are available for public examination in the City Clerk Department [and on the City's web site]. Copies may be made at \$0.15/page [Elections Code §13313(a)]
August 17, 2016 5:00 p.m.	August 13 - August 17, 2016	<b>Nomination Period Extended</b> (5 calendar days) if <u>incumbent</u> fails to file (nomination of candidates other than incumbents) [Elections Code §10225]
August 18, 2016		Random alphabet drawing for ballot order (Secretary of State) 11:00 a.m. [Elections Code §13112]
September 12 – October 25, 2016	September 12 – October 25, 2016	Write-in Candidate period [Elections Code §8601]
September 24, 2016		First day political signs may be displayed (45 days prior to election) [TOMC §9-4.2304(d)]

**NOTE:** Campaign Disclosure Filing information pertains to Candidates and Controlled Committees for Local Office. If considering Independent Expenditures, other filing requirements and restrictions will apply.

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## November 8, 2016

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DATE/ DEADLINE	PERIOD COVERED	FORMS REQUIRED AND GENERAL INFORMATION
September 29, 2016 5:00 p.m.	July 1– September 24, 2016	Form 470 (2016 Calendar Year) or Form 460 - First Pre-Election Campaign Disclosure Statement (July 1, 2016 – September 24, 2016 State Requirement). File by personal delivery or first class mail.
September 29 – October 18, 2016		<b>Sample Ballot Mailing</b> Between these dates sample ballots will be mailed by County Elections Official. [Elections Code §13303]
October 10, 2016		<b>Walk In Voting</b> First day registered voters can personally walk in to County of Ventura Elections Division and vote in person
October 10 – November 1, 2016		<b>Vote by Mail Ballot application</b> Between these dates voters may request vote by mail ballots from the County of Ventura, whether in person or by mail. [Elections Code § 3001, 3003]
October 24, 2016		<b>Last day to register to vote</b> in November 8, 2016 General Election [Elections Code §2107]
October 27, 2016 5:00 p.m.	September 25 – October 22, 2016	Form 460 - Second Pre-Election Campaign Disclosure Statement (September 25, 2016 – October 22, 2016 (State Requirement)). File by personal delivery or guaranteed overnight service only.
October 29 – November 8, 2016	October 29 – November 8, 2016	Form 497 - 24 Hour Contribution Report file <b>within 24 hours</b> by personal delivery, email, guaranteed overnight service, or fax; <b>Local Threshold \$100+ [TOMC §1-13.04(c)]</b> Email: CityClerk@toaks.org
November 1, 2016 5:00 p.m.	October 23 – October 29, 2016	Form 460 - Third Pre-Election Campaign Disclosure Statement (October 23, 2016–October 29, 2016); <b>Local Requirement [TOMC §1-13.04(b)]</b> . File by personal delivery or guaranteed overnight delivery service.
November 8, 2016		<b>ELECTION DAY</b>
November 15, 2016		<b>All political signs must be removed</b> (No later than 7 days after Election) [TOMC §9-4.2304(d)]
December 8, 2016	November 8 – December 8, 2016	<b>OFFICIAL CANVASS</b> County Clerk may commence official canvass is November 8, 2016; deadline to complete is 30 days after the election, December 8, 2016. [Elections Code §10547, 15301 and 15372]
January 31, 2017	October 30 – December 31, 2016	Form 460 - Semi-Annual Campaign Expenditure Statement (October 30 – December 31, 2016). File by personal delivery or first class mail.

Refer to TOMC 1-13.03(b)(2) for restrictions on latest date to accept contributions to pay outstanding bills or debt only.

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