

CALENDAR OF EVENTS

CONSOLIDATED ELECTIONS – NOVEMBER 8, 2011

IMPORTANT NOTICE

All documents are to be filed with and duties performed by the Registrar-Recorder/County Clerk unless otherwise specified.

DATES	EVENTS
JULY 1 (F) E-130	NOTICE OF CONSOLIDATION (SCHOOL DISTRICTS) Not later than this date the County Superintendent of Schools shall notify the elections official and affected school and community college governing boards, in writing, that a consolidated election is required to be held. (Ed. Code § 5340)
JULY 6 (W) E-125	NOTICE OF ELECTION (UDEL DISTRICTS) Not later than this date the district secretary shall deliver to the Registrar-Recorder/County Clerk a notice containing: 1) elective offices, including specifying which offices are for unexpired terms, 2) candidate statement word limitation (200 or 400 words), 3) designated party responsible for statement cost (candidate or district) and, 4) required method of payment, i.e., advance, if cost is payable by candidate. (E. C. §§ 10509 and 13307) MAP OF DISTRICT (UDEL DISTRICTS) The district secretary shall also provide a map delineating the district boundaries and depicting divisions within the district, if any, accompanied by a statement indicating in which division directors are to be elected and whether any elective officer is to be elected at large. (E. C. § 10522)

DATES	EVENTS
JULY 8 (F) E-123	<p>ADOPT GOVERNING BOARD MEMBER ELECTION RESOLUTION (SCHOOL DISTRICTS)</p> <p>Last day for governing boards to adopt a resolution calling the school district governing board member election and setting forth the specifications of the election order. Copies shall be filed with the County Superintendent of Schools and county elections official.</p> <p>(Ed. Code § 5322)</p>
JULY 11 (M) E-120	<p>FORMAL NOTICE OF GOVERNING BOARD MEMBER ELECTION (SCHOOL DISTRICTS)</p> <p>Not later than this date the County Superintendent of Schools shall deliver copies of the formal notice of governing board member election to the Registrar-Recorder/County Clerk.</p> <p>(Ed. Code §§ 5324 and 5325)</p> <p>BOARD RESOLUTION re CANDIDATE STATEMENTS (SCHOOL DISTRICTS)</p> <p>Not later than this date, the district board shall by resolution determine and deliver the word limitation for candidate statements (200 or 400 words); specify if the candidates or the district will bear the costs of printing and distributing the statements, and if cost is to be paid by candidate, whether advance payment is required.</p> <p>(E. C. § 13307)</p>
JULY 11(M) AUG. 10 (W) E-120 E-90	<p>NOTICE OF GOVERNING BOARD MEMBER ELECTION PUBLICATION (UDEL AND SCHOOL DISTRICTS)</p> <p>Between these dates a notice of governing board member election shall be published once in a newspaper of general circulation in the district.</p> <p>A general press release shall be issued providing elective office information and the telephone number to call for candidate nomination procedures.</p> <p>(E. C. § 12112 and Ed. Code § 5363)</p>

DATES		EVENTS
JULY 11 (M) E-120	AUG. 10 (W) E-90	<p>NOTICE OF ELECTION POSTING (UDEL AND SCHOOL DISTRICTS)</p> <p>Between these dates a copy of the published notices shall be delivered to the district secretary/superintendent and each notice shall be posted in the district office. (E. C. § 12113)</p>
JULY 18 (M) E-113	AUG. 12 (F) 5:00 P. M. E-88	<p>NOMINATION PERIOD – FILING DECLARATION OF CANDIDACY</p> <p>First and last day for candidates to file declarations of candidacy. (E. C. §§ 10510 and 10603)</p> <p>CANDIDATE STATEMENTS</p> <p>During this period, candidates may file a candidate statement not to exceed the word limitation prescribed by the district governing body (200 or 400 words) for inclusion with the Official Sample Ballot. The statement shall be filed no later than the last day to file declarations of candidacy. (E. C. §§ 10540 and 13307)</p>
AUG. 12 (F) 5:00 P. M. E-88		<p>DECLARATION OF CANDIDACY – DEADLINE DATE (UDEL AND SCHOOL DISTRICTS)</p> <p>Last day for candidates to file declarations of candidacy. (E. C. §§ 10510 and 10603)</p> <p>CANDIDATE WITHDRAWAL (UDEL AND SCHOOL DISTRICTS)</p> <p>No candidate, including incumbents, whose declaration of candidacy has been filed, may withdraw after this date except when the nomination period has been extended for that office. (E. C. §§ 10510 and 10604)</p> <p>CONSOLIDATION OF ELECTIONS</p> <p>Last day for local jurisdictions to file a resolution with the Board of Supervisors requesting consolidation with the election. A copy of the resolution must also be filed with the county elections official. (E. C. §§ 10400, 10402 and 10403)</p>

DATES	EVENTS
AUG. 12 (F) 5:00 P. M. E-88	<p>CANDIDATE STATEMENTS Last day to file a candidate statement. (E. C. §§ 10540 and 13307)</p> <p>ADOPT SPECIAL MEASURE ELECTION RESOLUTION Last day for governing boards to adopt a resolution calling a special school district election to place a measure on the ballot. Copies shall be filed with the county elections official. (Ed. Code § 5322)</p> <p>NOTE: Ballot measure text should not exceed 75 words. (E. C. §§ 9051(b) and 13247)</p> <p>STATEMENT IN COMPLIANCE – LAST DAY TO SUBMIT Last day for a local jurisdiction to file a bond issue statement with the county elections official. (E. C. § 9401)</p>
AUG. 13** (Sa) E-87**	<p>AUG. 17 (W) 5:00 P. M. E-83</p> <p>NOMINATION EXTENSION PERIOD (IF INCUMBENT DOES NOT FILE) If a declaration of candidacy for an incumbent is not filed by 5:00 p.m. on August 12, the declaration period shall be extended until August 17, 5:00 p.m., for persons other than the incumbent.</p> <p>NOTE: The extension does not apply where there is no incumbent eligible to be elected. (E. C. §§ 10516 and 10604)</p>
AUG. 13** (Sa) E-87**	<p>AUG. 22 (M) 5:00 P. M. E-78</p> <p>PUBLIC EXAMINATION PERIOD During this period candidate statements, candidate names and ballot designations shall be open 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 material in a candidate statement to be amended or deleted. (E. C. § 13313)</p> <p>For candidate names and ballot designations, a writ of mandate may be filed pursuant to E. C. § 13314.</p> <p>NOTE: If the nomination period is extended for a particular office, the examination period for that office shall be adjusted to August 18 through August 27**.</p>

**August 13, 20 and 27 (Saturdays) and August 14 and 21 (Sundays) – Office will be closed.

DATES

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AUG. 17 (W)
5:00 P. M.
E-83

APPOINTMENT – NO ELECTION HELD (UDEL DISTRICTS)

If only one person or no person has filed a declaration of candidacy and if a petition to hold an election has not been filed by this date, a certificate shall be submitted to the Board of Supervisors requesting appointment of the candidates or, if there are no candidates, appointment of any qualified person. Appointments shall be made not later than **November 28**.
(E. C. § 10515)

APPOINTMENT – NO ELECTION HELD (SCHOOL DISTRICTS)

If only one person or no person has filed a declaration of candidacy and if a petition to hold an election has not been filed by this date, the qualified person or persons nominated shall be seated at the organizational meeting of the board or, if no person has been nominated, the governing board shall appoint a qualified person or persons at a meeting prior to the day fixed for the election.
(Ed. Code § 5328)

NOTICE OF APPOINTMENT PUBLICATION (SCHOOL DISTRICTS)

After this date, if no one has been nominated to the office, a notice shall be published once announcing the governing board's intent to appoint and the procedures for applying for the office.
(Ed. Code §§ 5303 and 5328.5)

PETITION TO HOLD ELECTION – DEADLINE

Last day to file a petition signed by 10% or 50 voters (whichever is smaller in number) in the district, trustee area or division requesting that an election be held if nominees do not exceed offices to be filled.
(E. C. § 10515 and Ed. Code § 5326)

DATES

EVENTS

AUG. 17 (W)
5:00 P. M.
E-83

**CANDIDATE WITHDRAWAL – NOMINATION
EXTENSION PERIOD**

Last day a candidate may withdraw declaration of candidacy papers when nomination period has been extended for that office.

(E. C. §§ 10516 and 10604)

**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 a measure previously submitted for placement on the ballot.

(E. C. § 9605)

MEASURES – LETTER DESIGNATION

Last day jurisdictions may request in writing specific letter designations for their measure(s).

AUG. 18 (Th)
11:00 A. M.
E-82

**RANDOMIZED ALPHABET DRAWING BY
SECRETARY OF STATE**

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.

(E. C. § 13112)

AUG. 19 (F)
E-81

**DATE FIXED TO SUBMIT ARGUMENTS –
PUBLICATION**

Not later than this date a notice shall be published once in a newspaper of general circulation in the district, setting forth the date fixed for submitting arguments for or against a county, school or district measure.

(E. C. §§ 9163 and 9502 and Govt. Code § 6061)

NOTE: A copy of the published notice shall be delivered to the district secretary/superintendent and each notice shall be posted in the district office.

(E. C. § 12113)

DATES

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AUG. 22 (M)
5:00 P. M.
E-78

IMPARTIAL ANALYSIS – LAST DAY TO SUBMIT

Recommended last day for County Counsel to transmit impartial analysis of a county, district or school measure.

(E. C. §§ 9160, 9313, and 9500)

ARGUMENTS – LAST DAY TO SUBMIT

Last day to submit arguments for or against any county, district or school measure. Arguments may not exceed **300 words** in length.

(E. C. §§ 9162, 9163, 9315, 9316, 9501 and 9502)

EXCEPTION: These provisions do not apply to a measure on school district reorganization.

AUG. 23 (Tu) **SEP. 1 (Th)**
E-77 E-68

PUBLIC EXAMINATION PERIOD FOR BALLOT MEASURE MATERIALS

During this period the county elections official shall make available for public examination a copy of any **ballot measure text, argument, analysis or other specified measure materials** for any county, district or school measure. A fee may be charged to any person obtaining a copy of the materials. During this period any person may file a writ of mandate or an injunction to require any or all of the material to be amended or deleted.

(E. C. §§ 9190, 9380 and 9509)

SEP. 1 (Th)
5:00 P. M.
E-68

REBUTTALS – LAST DAY TO SUBMIT

Last day for authors of arguments for and against county, district or school measures to submit rebuttals. Rebuttals may not exceed **250 words** in length.

(E. C. §§ 9167, 9317 and 9504)

DEATH OF CANDIDATE

Last day for the name of a deceased candidate to be removed from the ballot. Facts regarding death must be ascertained at least 68 days prior to the election.

(E.C. §§ 10529 and Ed. Code. 5329)

NOTE: This provision does not apply under certain circumstances as set forth in E.C. §§ 8026 and 8027.

DATES		EVENTS
SEP. 2 (F) E-67	SEP. 12* (M) E-57*	PUBLIC EXAMINATION PERIOD FOR REBUTTALS During this period rebuttals for measures shall be open 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 material to be amended or deleted. (E. C. §§ 9190, 9380 and 9509)
SEP. 7 (W) E-62	SEP. 9 (F) E-60	TRANSLITERATION REVIEW PERIOD First and last day candidates may review transliteration of their names. Call (562) 462-2730 or (562) 462-2832 , to schedule a review of your transliterated name. Requests for changes must be submitted to the county elections official no later than the last day of the review period.
SEP. 9 (F) E-60		SPECIAL VOTE BY MAIL BALLOT APPLICATION First day county elections officials may process applications for special Vote By Mail Ballots. The application must include the statement that the voter cannot vote by mail during the normal Vote By Mail voting period of October 10 to November 1, 2011 because of military service or other contingencies that preclude normal mail delivery. (E. C. §§ 300(b) and 3103)
SEP. 12 (M) E-57	OCT. 25 (Tu) E-14	STATEMENT OF WRITE-IN CANDIDACY A name written on a ballot in any election will not be counted unless the person has filed a statement of write-in candidacy during this period stating that he or she is a write-in candidate for the election. (E. C. §§ 8600 and 8601)
SEP. 29 (Th) E-40	OCT. 18 (Tu) E-21	MAIL OFFICIAL SAMPLE BALLOT BOOKLETS An Official Sample Ballot Booklet shall be mailed to each voter in the jurisdiction during this period. (E. C. § 13303)

*Date adjusted due to weekend and or holiday.

DATES		EVENTS
OCT. 10* (M) E-29*	NOV. 1 (Tu) E-7	VOTE BY MAIL – FIRST AND LAST DAY TO APPLY Between these dates (both dates inclusive) applications may be filed. Applications received prior to the 29th day preceding the election will be kept and processed during this period. (E. C. § 3001)
OCT. 10 (M) E-29		PRECINCT BOARD MEMBERS AND POLLING PLACES – APPOINTMENT Last day to appoint board members and designate polling places. A notice of appointment shall be mailed to each member appointed. (E. C. §§ 12286, 12307 and 12319)
OCT. 24 (M) E-15		REGISTRATION CLOSSES Last day to transfer or register to vote in the election. (E. C. § 2107)
OCT. 25 (Tu) E-14	NOV. 1 (Tu) E-7	REGISTRATION PERIOD – NEW RESIDENTS AND NEW CITIZENS Any person who becomes a citizen or establishes residence in California after the 15th day prior to the election may register to vote beginning on the 14th day prior to an election and ending on the 7th day prior to the election day. This registration must be executed in the Registrar-Recorder/County Clerk’s Norwalk office. A new resident shall vote a new resident’s ballot in that office. (E. C. §§ 331, 332, 3500 and 3501)
OCT. 25 (Tu) 5:00 P. M. E-14		STATEMENT OF WRITE-IN CANDIDACY – DEADLINE Last day for a candidate to file a statement of write-in candidacy stating that he or she is a write-in candidate for the election. (E. C. §§ 8600 and 8601) BILINGUAL PRECINCT BOARD MEMBER LIST Last day to prepare list of appointed bilingual board members. (E. C. § 12303)

*October 10 (Holiday) – Office will be closed.

DATES		EVENTS
OCT. 31* (M) E-8*		<p>TALLY CENTER LOCATION – PUBLICATION On or before this date a notice specifying the public place to be used as the central tally location for counting the ballots shall be published once in a newspaper of general circulation within the jurisdiction. (E. C. § 12109)</p>
NOV. 1 (Tu) E-7		<p>POLLING PLACES – PUBLICATION Not later than this date a list of polling places for each precinct shall be published once in a newspaper of general circulation within the jurisdiction. (E. C. § 12105 and Govt. Code § 6061)</p> <p>CANVASS VOTE BY MAIL BALLOTS The canvass may commence on the 7th day before the election, but the results of the tally shall not be released until after the polls close. (E. C. § 15101)</p>
NOV. 2 (W) E-6	NOV. 8 (Tu) ELECTION DAY	<p>EMERGENCY VOTE BY MAIL Between these dates, any voter may apply for a Vote By Mail Ballot if conditions require his or her absence from the precinct on election day. The voter may designate an authorized representative to pick up and return the ballot. (E. C. §§ 3021 and 3110)</p>
NOV. 8 (Tu) 8:00 P. M. ELECTION DAY		<p>ELECTION DAY Polls open 7:00 A.M., close 8:00 P.M., (E. C. §§ 1304, 10541 and 14212 and Ed. Code §§ 5000 and 19700)</p> <p>VOTE BY MAIL BALLOTS RETURNED – 8:00 P.M. Last day for Vote By Mail Ballots to be received or turned in personally by the voter at any polling place in the jurisdiction. A designated family member may return the voted ballot under specified conditions. (E. C. §§ 3017 and 3020)</p> <p>SEALING OF UNUSED BALLOTS At 8:00 p.m., immediately after the polls close, commence defacing or sealing all unused ballots and file an affidavit of the number of ballots destroyed or sealed. (E. C. §§ 14403 and 14404)</p>

*Date adjusted due to weekend and/or holiday.

DATES**EVENTS****NOV. 10 (Th)**

E + 2

OFFICIAL CANVASS

The canvass of election returns shall commence no later than the first Thursday following the election.
(E. C. §§ 10547 and 15301)

NOV. 21 (M)

E + 13

COMPLETION OF OFFICIAL CANVASS

The county elections official shall prepare a certified statement of the results of the election and submit it to each jurisdiction no later than the last Monday before the last Friday in November.
(E. C. §§ 10550 and 15372)

NOTE: On **November 21, 2011** the Registrar-Recorder/County Clerk is tentatively scheduled to certify the election results. On **November 22, 2011** the Board of Supervisors is tentatively scheduled to declare the election results official.

NOV. 28 (M)

E + 20

APPOINT CANDIDATES (UDEL DISTRICTS)

Not later than this date the Board of Supervisors shall, if no election is held, appoint the persons who have filed declarations of candidacy or, if no person has filed a declaration of candidacy, appoint any qualified person.
(E. C. § 10515)

DECLARE ELECTED CANDIDATES AND DELIVER CERTIFICATES OF ELECTION (UDEL AND SCHOOL DISTRICTS)

Not later than this date candidates shall be declared elected.

A certificate of election shall be prepared and delivered to each person elected.

NOTE: The person(s) receiving the highest number of votes cast shall be declared elected.
(E. C. §§10551, 10553 and 15401)

DEC. 2 (F)

E + 24

TAKE OFFICE (UDEL AND SCHOOL DISTRICTS)

Officers, elected or appointed, take office on the first Friday in December next following the election.
(E. C. § 10554, Ed. Code §§ 5017, 19700 and Water Code § 21101)

DATES

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JAN. 3* (Tu)
E + 56*

NOTICE TO SECRETARY OF STATE (UDEL DISTRICTS)

Not later than **December 31**, immediately following a general district election a statement containing all of the following for each election in the county held pursuant to this part shall be filed with the Secretary of State:

- (a) The list of offices to be filled.
- (b) The name of each candidate, including occupational designation, if any.
- (c) The name of each successful candidate.
- (d) The number of voters eligible to vote in the district and, if voting is by division, the number of voters eligible to vote in each division.
- (e) The number of votes cast in each division or district.
- (f) The list of offices for which appointments have been made in lieu of election pursuant to E. C. § 10515 together with the names of the persons so appointed.
(E. C. § 10552)

*Date adjusted due to weekend and/or holiday.