

**County of Sacramento**  
**Voter Registration and Elections**  
Guide to Measures  
For County, Cities, and Special Districts  
2021

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## **PREFACE**

This guide has been compiled to assist Countywide, School and District Offices who are contemplating placing a Measure on the ballot. Please understand that we are not rendering legal advice, and therefore this guide is not to be a substitute for legal counsel for the School, District or the organization using it.

It is recommended that you review these pages carefully. Placing a Measure on the ballot is an expensive and difficult process with laws that must be adhered to.

If you have any questions, please contact our Campaign Services division at (916) 875-6276 or email [voters-campaignservices@saccounty.net](mailto:voters-campaignservices@saccounty.net)

Courtney Bailey-Kanelos  
Registrar of Voters  
County of Sacramento

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## **GENERAL INFORMATION**

A Measure is an ordinance, question, issue or charter amendment submitted to a vote of the people at any election. Local questions, issues or amendments are referred to as “Measures”, while those that are voted upon statewide are called “Propositions”.

The information provided in this guide is applicable to the filing of Arguments and Rebuttals concerning County, School and District Measures in Sacramento County only. Arguments and/or Rebuttals involving County, School and District Measures are filed with the Sacramento County Voter Registration and Elections office.

Arguments and/or Rebuttals relating to City Measures are filed with the City Clerk of the City involved. Specific information regarding requirements and due dates should be obtained from that City’s Clerk.

Individuals interested in State Propositions should contact the Secretary of State’s office, Elections Division, at (916) 657-2166 for further information.

## **DEFINITIONS OF TERMS USED IN THIS GUIDE**

### **Argument**

A 300 word statement IN FAVOR OF or AGAINST a Measure.

### **Author of an Argument**

A Proponent of a Measure, an individual voter, a bona fide association of citizens, or any combination of bona fide associations and individual voters who write the text of the Argument IN FAVOR OF or AGAINST a Measure.

### **Authorization for Signers**

A form which needs to be completed by the Authors and filed with the Registrar of Voters if they wish to allow others to sign the Argument IN FAVOR OF or AGAINST a Measure on their behalf. For Rebuttal Arguments, the Signers of the Argument IN FAVOR OF or AGAINST a Measure may authorize others to sign. A Letter of Authorization may also be used for this purpose.

### **Bona Fide Association of Citizens**

A recognized group of citizens bound together by a common interest or cause.

### **Committee**

Any person or combination of persons who, directly or indirectly, receive contributions or make expenditures or contributions to support or oppose a Measure.

### **County Voter Information Guide**

A guide mailed to each registered voter prior to an election. It contains information on candidates, measures, and instructions for voting. In addition, a sample of the ballot may be included.

### **Elections Official**

The Sacramento County Registrar of Voters office.

### **Electoral Jurisdiction**

The district or area in which the Measure will be voted upon.

### **Filer of an Argument IN FAVOR OF or AGAINST a Measure**

## **DEFINITIONS OF TERMS USED IN THIS GUIDE**

### **Proponent of a Measure**

A person or persons who initiate(s) the initiative petition process, and has control of the circulation and signature collection for the petition. The Proponent can also be the Sacramento County Board of Supervisors for a countywide Measure in this county. A Proponent of a Measure can author an Argument IN FAVOR of their sponsored Measure.

### **Public Review Period**

Following the deadline for filing Arguments IN FAVOR OF or AGAINST a Measure, Rebuttal Arguments, Impartial Analysis, Fiscal Impact Statement and Tax Rate Statement, the public has 10-calendar days to review these documents at the Registrar of Voters' office.

### **Rebuttal Argument**

A 250 word statement which refutes an Argument IN FAVOR OF or AGAINST a Measure.

### **Signature Statement**

A form which must be submitted with each original Argument IN FAVOR OF or AGAINST and Rebuttal Argument to the Elections Official. It includes information on each Signer of the Argument.

### **Signer of Argument IN FAVOR OF or AGAINST a Measure**

The Author of the Argument IN FAVOR OF or AGAINST a Measure or any person whom the Author authorizes in writing to sign the Argument.

### **Signer of Rebuttal Argument**

The signer of the Argument IN FAVOR OF or AGAINST a Measure unless the signer of the Argument IN FAVOR OF or AGAINST a Measure authorizes in writing another person to sign the Rebuttal Argument.

### **Writ of Mandate**

A written order issued by a Superior Court commanding a public official or body or a lower court to perform or cease to perform a specific duty of action.

# MEASURE DUE DATES

The recommended due date for submitting a Measure to our office is 113 days prior to an election. The California Elections Code deadline is 88 days prior to an election, but to accommodate scheduling for placement on the Board of Supervisors' agenda and Federal requirements to print voting materials in Spanish and Chinese in Sacramento County, the recommended due date is required.

The California Elections Code provides that the County Elections Official shall establish due dates for the filing of Arguments and Rebuttals based on the time reasonably necessary to allow for the 10-calendar day public examination period, and to prepare, print and mail County Voter Information Guides. Each Measure has its own calendar of due dates, determined by the County Elections Official. All original Arguments and Rebuttals, including original signatures of the proponents, for County, School and District Measures must be filed in the Elections Official's office by 5:00 p.m. on the applicable due date.

The Abbreviated Measure Calendar below provides an overview of applicable due dates for County, School and District Measures. This is for informational purposes only. Contact Sacramento County Elections at (916) 875-6276 or visit [www.elections.saccounty.gov](http://www.elections.saccounty.gov) for current Measure due dates.

Due dates pertaining to City Measures should be obtained from the particular City involved.

## Abbreviated Measure Calendar

Recommended Due Dates		OR	Code Deadlines				
E-113 – E-99	Recommended time frame for local ordinances, resolutions, tax rate statement for bond measure or orders for calling an election to be filed with the Registrar of Voters office.	EC §§	10401 10402 10403	E-88	Deadline for local ordinances, resolutions, tax rate statement for bond measure or orders for calling an election to be filed with the Registrar of Voters office.	EC §§	10401 10402 10403
E-92	Impartial analysis due from County Counsel for measures. Not to exceed 500 words in length.	EC §	9160	E-84	Deadline to submit Arguments IN FAVOR OF or AGAINST a local measure. Not to exceed 300 words in length.	EC §§	9162 9163
E-89	Deadline to submit Arguments IN FAVOR OF or AGAINST a local measure. Not to exceed 300 words in length.	EC §§	9162 9163	E-83 – E-74	10-calendar day public review period for Arguments IN FAVOR OF or AGAINST any measure. During this 10-calendar day review period, any person may seek Writ of Mandate or injunction requiring any or all of the material in the Argument IN FAVOR OF or AGAINST to be amended or deleted. All Writs of Mandate must be filed by the end of the 10-calendar day public examination period.	EC §§	9163 9190
E-88 – E-79	10-calendar day public review period for Arguments IN FAVOR OF or AGAINST any measure. During this 10-calendar day review period, any person may seek Writ of Mandate or injunction requiring any or all of the material in the Argument IN FAVOR OF or AGAINST to be amended or deleted. All Writs of Mandate must be filed by the end of the 10-calendar day public examination period.	EC §§	9163 9190	E-83	Impartial analysis due from County Counsel for measures. Not to exceed 500 words in length.	EC §§	9160
E-85	Deadline to submit Rebuttals to Arguments IN FAVOR OF or AGAINST a measure argument. Not to exceed 250 words in length.	EC §	9167	E-83	Deadline to withdraw a measure that has been submitted to the voters of any jurisdiction at an election. The order of election shall not be amended or withdrawn after this date.	EC §	9605
E-84 – E-75	10-calendar day public review period for Rebuttals to Arguments IN FAVOR OF or AGAINST any measure. During this 10-calendar day review period, any person may seek Writ of Mandate or injunction requiring any or all of the material in the Rebuttals to Arguments IN FAVOR OF or AGAINST to be amended or deleted. All Writs of Mandate must be filed no later than the end of the 10-calendar day public examination period.	EC §§	9167 9190	E-82	Deadline to submit Rebuttals to Arguments IN FAVOR OF or AGAINST a measure argument. Not to exceed 250 words in length.	EC §	9167
E-83	Deadline to withdraw a measure that has been submitted to the voters of any jurisdiction at an election. The order of election shall not be amended or withdrawn after this date.	EC §	9605	E-81 – E-72	10-calendar day public review period for Rebuttals to Arguments IN FAVOR OF or AGAINST any measure. During this 10-calendar day review period, any person may seek Writ of Mandate or injunction requiring any or all of the material in the Rebuttal to Arguments IN FAVOR OF or AGAINST to be amended or deleted. All Writs of Mandate must be filed by the end of the 10-calendar day public examination period.	EC §§	9167 9190

Election Voting Deadlines		
E-29	Ballots are mailed to all voters.	EC § 3107 SB 450, 2017
15 <sup>th</sup> business day before election	Registrar of Voters to begin processing Vote-by-Mail ballots on the 15 <sup>th</sup> business day before the election.	EC § 15101(b)(1) AB 3370, 2020
E-10	At least 16 Vote Centers open on this date, County-wide.	EC § 4005(a)(4)(A) SB 450, 2017
E-03	Vote Center locations increase in number to 78, open through Election Day.	EC § 4005(a)(3)(A) SB 450, 2017
E	All Vote Centers open from 7:00 am - 8:00 pm. All ballots mailed must be postmarked on or before today to count in this election.	EC §§ 1000 4005(a)(3)(A) SB 450, 2017
E+30	Completion of Canvass.	EC § 15372 SB 29, 2014

# **SUBMITTING A MEASURE**

## **What the Elections Official needs from you:**

### **Resolution**

**Districts and Cities:** Submit a “Resolution Requesting Consolidation of Election and Ordering of Such Election” along with the “Notice to County Elections Official of Measure Submitted to the Voters.”

**County:** Submit a “Resolution Requesting Consolidation of Election and Ordering of Such Election.”

**Schools:** Submit a “Resolution Ordering Election, Specifications of the Election Order and Requesting Consolidation” along with the “Notice to County Elections Official of Measure Submitted to the Voters.”

### **Measure Text**

When submitting Measure Text, please email Word documents to voters-campaignservices@saccounty.net. When submitting materials to place a Measure on the ballot, indicate clearly the Measure wording by placing a box around the entire ballot question you wish to appear on the official Ballot and in the County Voter Information Guide\*. Also state in writing, which portion of the resolution or ordinance is to be printed in the County Voter Information Guide. Any non-written PDF image, map, etc. must be accompanied by a written description at the time your Measure has been filed with our office. The intent is to provide accessible material for all voters.

If the proposed measure imposes a tax or raises the rate of a tax, the ballot shall include in the statement of the measure to be voted on the amount of money to be raised annually and the rate and duration of the tax to be levied. EC § 13119(b)

The statement of the measure shall be a true and impartial synopsis of the purpose of the proposed measure, and shall be in a language that is neither argumentative nor likely to create prejudice FOR or AGAINST the Measure. EC § 13119(c)

If you do not want any Measure Text to be printed in the County Voter Information Guide, please provide this direction in writing within the resolution. In this case, instead of Measure Text, voters will be directed to contact the District for a copy of the proposed Measure.

Example:

The above statement is an Impartial Analysis of Measure _____. If you desire a copy of the Measure, please call the district office at (916) 555-5555 and a copy will be mailed at no cost to you.
--

### **Ballot Question**

The Ballot Question is limited to 75 words. Jurisdictions may want to consider beginning their Ballot Question with a few key summary words to summarize the Measure. The words will count toward the 75 word limit. EC § 9051

The verbiage, “Shall the measure (stating the nature thereof) be adopted?” must be included in your Ballot Question. To the right or below the statement of the measure to be voted on, the words “Yes” and “No” shall be printed on separate lines, with with voting targets. This verbiage will count toward the 75 word limit. EC § 13119 (a)

The words to appear on the ballot for School Bond Measures are Bonds - Yes and Bonds - No. The words to appear on the ballot for a School Reorganization Measure are Reorganization of School Districts - Yes and Reorganization of School Districts - No. Similar words may be used. EC § 13247, EDC § 15122

## **ORDER OF APPEARANCE**

Measures will appear on the ballot in the following order:

1. County Board of Education
2. Community College Districts
3. Unified School Districts
4. High School Districts
5. Elementary School Districts
6. County
7. Cities
8. Districts

In order to allow for the most efficient use of space, the County Elections Official may vary the order of the Measures. EC § 13109

The information provided for a Measure will appear in the County Voter Information Guide in the following order:

1. Measure Question
2. Impartial Analysis
3. Full Text (optional)
4. Fiscal Impact Statement or Tax Rate Statement (if applicable)
5. Argument IN FAVOR OF a Measure
6. Argument AGAINST a Measure
7. Rebuttal to Argument IN FAVOR OF a Measure
8. Rebuttal to Argument AGAINST a Measure

## **MEASURE LETTER ASSIGNMENT**

Letters designating Measures will be assigned by the Elections Official. At the beginning of each calendar year, Measures will commence with the letter A and continue in alphabetical order to the letter Z. If during the calendar year all letters have been used, lettering will continue with AA, BB, etc. It is the policy of Sacramento County not to designate the letters F, I and O. EC § 13116

Sacramento County reserves the right to block off letter designations for the County of Sacramento ballot Measures so that letter designations of any Measure in the county will have sequential numbering. After these letters have been chosen, Measure letters are issued to all districts on a first submitted, first assigned basis, however, if a district has a preferred measure letter the district may submit the request at the time the resolution is filed. The Elections Official will contact the district if the measure letter is available. The Registrar has final approval.

Letter allocation could be affected when a multi-county district has a Measure on the ballot. The Elections Officials of those counties may mutually agree to use a specific letter designation that may create gaps in letter assignment.

Withdrawal of a Measure from the ballot may also create a gap in the sequence of the assigned letters.



# **IMPARTIAL ANALYSIS, TAX RATE STATEMENT and FISCAL STATEMENT**

## **Impartial Analysis**

The Impartial Analysis is limited to 500 words.

The Impartial Analysis will be submitted by County Counsel or the City Attorney, whichever is applicable.

EC §§ 9160, 9500

## **Water District Impartial Analysis**

The counsel for the water district, or if there is no counsel for the water district, the County Counsel of the county with the largest number of registered voters, shall prepare an Impartial Analysis. If there is legal counsel for the water district, the Impartial Analysis shall be subject to review and revision by the County Counsel. EC § 9314

## **Tax Rate Statement (if applicable)**

All Bond Measures proposed by a County, City, District or other political subdivision or by any agency, department, or board thereof that secure funding by property liens within the jurisdiction shall file a Tax Rate Statement.

EC §§ 9400, 9401

## **Fiscal Impact Statement (if applicable)**

The Fiscal Impact Statement is limited to 500 words.

The County Auditor-Controller may be requested by the Board of Supervisors to prepare a Fiscal Impact Statement of a County Measure. EC § 9160

## **Submitting Analyses and Statements**

Impartial Analyses, Fiscal Impact Statements and Tax Rate Statements must be typed to ensure quality and accuracy. Submit information typed, upper and lower case with single spacing. Please email Word documents to [voters-campaignservices@saccounty.net](mailto:voters-campaignservices@saccounty.net) in addition to your hardcopy.

**NOTE: Impartial Analyses, Fiscal Impact Statements and Tax Rate Statements must be written to address a single Measure on the ballot. A document combining more than one Measure will not be accepted.**

# **ARGUMENTS**

## **Arguments IN FAVOR OF or AGAINST a Measure**

The Argument is limited to 300 words.

Be accurate. Documents will be printed as submitted. Spelling, punctuation and grammatical errors will not be corrected by the Elections Official. No profanity or other objectionable language may be used.

## **Who can file an Argument IN FAVOR OF or AGAINST a Measure**

**School District Measure:** The Governing Board of the District or any member or members of the board, or any individual voter who is eligible to vote on the Measure, or bona fide association of citizens\*, or any combination of such voters and associations may file a written Argument IN FAVOR OF or AGAINST any school Measure. EC § 9501

**County or District Measure:** The Board of Supervisors or any member or members of the board, or any individual voter who is eligible to vote on the Measure, or bona fide association of citizens\*, or any combination or such voters and associations may file a written Argument IN FAVOR OF or AGAINST any County or District Measure. EC § 9162

The Filer of an Argument must be from the governing body, from a bona fide association of citizens\* or be a registered voter in the district. However, the Signers of an Argument need not meet this criteria.

**City Measure:** Information should be obtained from the particular City office involved.

## **More than one Argument**

Only one Argument IN FAVOR OF and one Argument AGAINST any Measure will be printed in the County Voter Information Guide. If more than one Argument IN FAVOR OF or more than one Argument AGAINST any Measure is submitted, a single Argument will be selected by the Elections Official.

In selecting a single Argument, the Elections Official gives preference and priority to Arguments in the following order:

1. The Board of Supervisors or a member or members of the district board.
2. The individual voter or bona fide association of citizens, or combination of voters and associations, who are the bona fide sponsors or proponents of the Measure.
3. Bona fide association of citizens.
4. Individual voters who are eligible to vote on the Measure.

EC §§ 9166, 9503

## **Change to and/or Withdrawal of Arguments**

Arguments may be changed or withdrawn by their proponents at any time prior to and including the date designated by the Elections Official. EC §§ 9316, 9601

If any Argument is changed, the newly signed original Argument must be completed and filed with the Elections Official no later than a date designated by the Elections Official.

The original signed withdrawal request must be filed with the Elections Official no later than a date designated by the Elections Official.

*\*Provisions of Senate Bill 665 requires an organization or association submitting an Argument FOR or AGAINST a Measure to also submit additional information to the Elections Official to enable that official to determine if it qualifies as a bona fide association of citizens. EC § 9503*

# **REBUTTALS**

## **Rebuttals to Arguments IN FAVOR OF or AGAINST a Measure**

The Rebuttal is limited to 250 words.

Documents will be printed as submitted. Spelling, punctuation and grammatical errors will not be corrected by the Elections Official. No profanity or other objectionable language may be used.

**City Measure:** Information should be obtained from the particular City involved.

When an Argument IN FAVOR OF or AGAINST a Measure has been selected for publication in the County Voter Information Guide, the Elections Official responsible for conducting the election shall send copies of the Argument IN FAVOR OF the Measure to the authors of the Argument AGAINST the Measure and copies of the Argument AGAINST the Measure to the authors of the Argument IN FAVOR OF the Measure.

The authors may prepare and file a Rebuttal Argument or may authorize in writing any other person or persons to prepare, file or sign the Rebuttal Argument. Written authorization must specifically designate the name of the substitute signer and must be signed by the original signer. The Rebuttal Argument shall be filed with the Elections Official conducting the election no later than a date designated by the Elections Official.

If only an Argument IN FAVOR OF is filed, there is no Rebuttal period.

If only an Argument AGAINST is filed, there is no Rebuttal period.

# SUBMITTING ARGUMENTS AND REBUTTALS

Arguments and Rebuttals should be written and submitted in block format. Refer to page 12 of this guide prior to filing your Argument and Rebuttal. When submitting Arguments and Rebuttals, please email Word documents to voters-campaignservices@sacounty.gov in addition to your hardcopy. The following statement, as applicable, must be printed as the heading of the Argument or Rebuttal:

“Argument in Favor of Measure \_\_\_\_\_”  
“Argument Against Measure \_\_\_\_\_”  
“Rebuttal to Argument in Favor of Measure \_\_\_\_\_”  
“Rebuttal to Argument Against Measure \_\_\_\_\_”

An Argument and/or Rebuttal shall not be accepted unless it is accompanied by the printed name(s) and signature(s) of the person or persons submitting it, or, if submitted on behalf of an organization, the name of the organization and the printed name and signature of at least one of its principal officers. **No more than five signatures shall appear with any Argument or Rebuttal.** In case any Argument or Rebuttal is signed by more than five persons, the signatures of the first five shall be printed. EC § 9164

### **Required Statement to Accompany any Argument and/or Rebuttal**

Election law requires that **all** Arguments and Rebuttals be accompanied by the following form statement, to be signed by each proponent and by each author, if different, of the Argument:  
EC § 9600

“The undersigned proponent(s) or author(s) of the  
\_\_\_\_\_  
(primary/rebuttal)  
argument \_\_\_\_\_  
(in favor of/against)  
ballot proposition \_\_\_\_\_  
(name or number)  
at the \_\_\_\_\_  
(title of election)  
election for the \_\_\_\_\_  
(jurisdiction)  
to be held on \_\_\_\_\_ hereby state  
(date)  
that this argument is true and correct to the best of \_\_\_\_\_ (his/her/their) knowledge and belief.

Signed \_\_\_\_\_ Date \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

# **SUBMITTING ARGUMENTS AND REBUTTALS**

## **Sample of Completed Signature Statement**

“The undersigned authors of the argument in favor of Measure A at the Special Election for the West Hills Unified School District to be held on November 3, 2009 hereby state that such argument is true and correct to the best of their knowledge and belief.”

The aforementioned required statement is not printed in the County Voter Information Guide, but is retained in the file with other Measure documentation.

## **Signature Blocks**

The following are examples of suitable signature blocks:

Signed \_\_\_\_\_ Date \_\_\_\_\_  
William T. Smith, Chairman  
Better Schools Committee

Signed \_\_\_\_\_ Date \_\_\_\_\_  
Alice Jones  
Concerned Citizen

The signatures of the authors of any Argument or Rebuttal must be identical to the printed name in the signature block. For example, Mr. Smith above needs to sign his name “William T. Smith,” not “Bill Smith”.

## **Information that must also be filed**

All original Arguments and/or Rebuttals with original signatures must be filed with the Elections Official by 5:00 p.m. on the applicable due date. For every Argument that is filed, submit the Argument / Rebuttal Signature Statement form.

**NOTE: The fillable forms for the Argument/Rebuttal Signature Statement Form and Rebuttal Argument Alternate Signer Authorization Form can be found on our website at <http://www.elections.saccounty.gov/Resources/Pages/default.aspx#filter=.CampaignServices>**

## **CHALLENGING ARGUMENT OR REBUTTAL CONTENTS**

During the 10-calendar day public review period provided by law, any voter of the jurisdiction in which the election is being held, or the County Elections Official may seek a Writ of Mandate or an injunction requiring any or all of the materials to be amended or deleted. The Writ of Mandate or injunction request shall be filed no later than the end of the 10-calendar day public review period.

A peremptory Writ of Mandate or an injunction shall be issued only upon clear and convincing proof that the material in question is false, misleading or inconsistent with the requirement of law, and that issuance of the Writ or injunction will not substantially interfere with the printing or distribution of official election materials as provided by law.

The County Elections Official shall be named as respondent and the person or official who authored the material in question shall be named as real party of interest. In the case of the County Elections Official bringing the mandamus or injunctive action, the Board of Supervisors of the County shall be named as the respondent and the person or official who authored the material in question shall be named as the real party in interest.  
EC § 9190

Should this be your course of action, contact the Elections Office immediately at (916) 875-6276. Timelines for County Voter Information Guide printing are critical at this point. Whatever you choose to do, it must be done as quickly as possible.

## **FORMATTING REQUIREMENTS**

**All documents to be included in the County Voter Information Guide will be left justified, block format. No indenting is permitted.**

### **Arguments and Rebuttals**

Limited use of **bolding**, underlining, CAPITALIZING, *italics* or bullets (small solid circle only) is permitted.

Arguments and/or Rebuttals that are not in compliance will be rejected by the Elections Official. The Elections Official bears no responsibility for the corrected format of Arguments and Rebuttals and does not proof for author's errors.

## **TRANSLATION OF ELECTION MATERIALS**

In compliance with federal law and state law, Sacramento County Voter Registration and Elections provides official election materials to voters in Spanish and Chinese, in addition to English.

**NOTE: Some common English phrases do not have the same meaning when translated into Spanish or Chinese.**

# WORD COUNT GUIDELINES

These are the guidelines utilized by the Elections Official in determining the number of words submitted on any Measure document whose content is limited by statute. Pursuant to Elections Code Section 9, this section shall not apply to counting words for Ballot Designations.

## Counting of words shall be as follows:

- Punctuation:** Punctuation IS NOT counted.
- Titles:** Words used in the title of a document shall be counted as one word.  
**Example A:** Measure A = one word  
**Example B:** Argument In Favor Of Measure A = one word
- Proper Nouns:** All proper nouns shall be counted as one word.  
**Example A:** John Smith = one word
- Geographical Names:** All geographical names shall be counted as one word. Areas that have political boundaries with an elected or appointed board are considered geographic areas by this office.  
**Example A:** County of Sacramento = one word  
**Example B:** Twin Rivers Unified School District = one word
- Abbreviations:** Each abbreviation for a word, phrase or expression shall be counted as one word.  
**Example A:** PTA = one word
- Hyphenations:** Hyphenated words that appear in any generally available standard reference dictionary, shall be counted as one word. Each part of all other hyphenated words shall be counted as separate words.  
**Example A:** Fifty-fifty = one word  
**Example B:** Half-cent = two words
- Dates:** All dates, regardless of letter or number combination, shall be counted as one word.  
**Example A:** 01/01/2016 = one word  
**Example B:** January 1, 2016 = one word
- Numbers:** Any number consisting of a digit or digits shall be counted as one word. Any number which is spelled shall be counted as a separate word or words.  
**Example A:** One hundred = two words  
**Example B:** 100 = one word
- Contact Information:** Telephone Numbers, Email and Website Addresses shall be counted as one word.  
**Example A:** (916) 555-5555 = one word  
**Example B:** smithjh16@gmail.com = one word  
**Example C:** www.smithABC123.net = one word



# **CAMPAIGN DISCLOSURE STATEMENT REQUIREMENTS**

The Political Reform Act requires all proponents of ballot measures and committees supporting or opposing ballot measures, to file campaign disclosure statements disclosing contributions received and expenditures made.

The statutory requirements of the Political Reform Act are now contained in Government Code § 81000 et seq. Information and assistance relating to campaign reporting obligations under the Political Reform Act may be obtained from the Fair Political Practices Commission.

## **Committee Filing Responsibilities**

It is the responsibility of the committee to be aware of and to file the required campaign disclosure statements in a correct and timely manner.

## **Where to File**

The location in which campaign disclosure statements are to be filed depends entirely upon the jurisdiction where the committee is active.

## **When to File**

Refer to the FPPC Filing Schedule by visiting [www.fppc.ca.gov](http://www.fppc.ca.gov)

## **Electronic Filing Requirements for Local Committees**

Sacramento County Voter Registration and Elections now requires all committees that receive contributions or make expenditures totaling more than \$1,000 in a calendar year, to electronically file campaign disclosure statements. The County, in partnership with NetFile, now has a web-based data entry filing system that allows committees to electronically create and submit campaign disclosure statements.

Visit [www.elections.saccounty.gov](http://www.elections.saccounty.gov) and click on the Candidate Services link, then Campaign Disclosure Online Filing and Viewing.

**Fair Political Practices Commission**  
**[www.fppc.ca.gov](http://www.fppc.ca.gov)**

**1102 Q Street, Ste 3000**  
**Sacramento, CA 95811**

**(866) 275-3772**  
**[advice@fppc.ca.gov](mailto:advice@fppc.ca.gov)**



# COUNTY OF SACRAMENTO VOTER REGISTRATION AND ELECTIONS

## Argument / Rebuttal Signature Statement Form

The Sacramento County Voter Registration and Elections Office requires this statement be completed and submitted with the argument. Names and titles listed will be printed in the order provided, and will appear as indicated. In addition, no more than 5 names may be printed following the written argument statement in the County Voter Information Guide.

**Argument/Rebuttal Filed by** (Check any of the following that apply)

- Board of Supervisors or any member(s) of the Board
- Individual voter who is eligible to vote on the measure
- Bona Fide Association of Citizens (see Elections Code 9166, 9287, 9503)

**Ballot Argument Contact:**

Name: \_\_\_\_\_

Residence Address: \_\_\_\_\_

Day Phone: \_\_\_\_\_ Evening Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Work Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Filer's Signature: \_\_\_\_\_

**The undersigned author(s) of the:**

- Argument in Favor of**
- Argument Against**
- Rebuttal to the Argument in Favor of**
- Rebuttal to the Argument Against**

Ballot measure letter \_\_\_\_\_, to be voted on at the (Primary or General) election to be held on \_\_\_\_\_ in the County of Sacramento, and hereby state that this argument is true and correct to the best of his/her/their knowledge and belief.

**Each person must clearly print and sign as indicated below. Printing will be in the order as submitted.**

	Print Name Clearly	Print Title and Name of Organization	Signature	Date
1				
2				
3				
4				
5				



COUNTY OF SACRAMENTO  
**VOTER REGISTRATION AND ELECTIONS**  
Rebuttal Argument Alternate Signer Authorization Form

## Rebuttal Argument Alternate Signer Authorization

Any original author who wishes to allow someone else to sign the rebuttal argument in their place must authorize in writing on the form below.

I, \_\_\_\_\_ authorize the following person(s) to sign the:

Rebuttal to the Argument in Favor of

Rebuttal to the Argument Against

Ballot Measure letter \_\_\_\_\_ for the election to be held on \_\_\_\_\_  
(Date of Election)

One or more people who signed the argument may be replaced with other people to sign the rebuttal argument:

*Please print clearly:*

1. \_\_\_\_\_ to sign instead of \_\_\_\_\_  
name of rebuttal signer name of argument signer

2. \_\_\_\_\_ to sign instead of \_\_\_\_\_  
name of rebuttal signer name of argument signer

3. \_\_\_\_\_ to sign instead of \_\_\_\_\_  
name of rebuttal signer name of argument signer

4. \_\_\_\_\_ to sign instead of \_\_\_\_\_  
name of rebuttal signer name of argument signer

5. \_\_\_\_\_ to sign instead of \_\_\_\_\_  
name of rebuttal signer name of argument signer

**Filer's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_