



**San Francisco Ethics Commission  
Filing Schedule for  
Committees Primarily Formed to Support/Oppose San Francisco Ballot Measures  
Listed on the November 5, 2019 Ballot**

<b>Deadline</b>	<b>Period</b>	<b>Form</b>	<b>Notes</b>
<b>Apr 30, 2019</b> <i>Quarterly</i>	<b>1/1/19 – 3/31/19</b>	460	<ul style="list-style-type: none"> <li>Committees formed for a measure being voted upon November 5, 2019 must file quarterly reports until the pre-election period begins for that election, regardless of activity.</li> </ul>
<b>Jul 31, 2019</b> <i>Semi-Annual</i>	<b>* – 6/30/19</b>	460	<ul style="list-style-type: none"> <li>All committees must file Form 460.</li> <li>The period covered is 4/1/19 – 6/30/19 if a quarterly report was filed.</li> </ul>
<b>Within 24 Hours</b> <i>Contribution Reports</i>	<b>8/7/19 – 11/5/19</b>	497	<ul style="list-style-type: none"> <li>File if a contribution of \$1,000 or more in the aggregate is received from a single source.</li> <li>File if a contribution of \$1,000 or more in the aggregate is made to a candidate or <i>another</i> ballot measure being voted on a November 5 ballot.</li> <li>The recipient of a non-monetary contribution of \$1,000 or more must file a Form 497 within 48 hours from the time the contribution is received.</li> </ul>
<b>Sep 26, 2019</b> <i>1<sup>st</sup> Pre-Election</i>	<b>7/1/19 – 9/21/19</b>	460	<ul style="list-style-type: none"> <li>All committees must file Form 460.</li> </ul>
<b>Oct 24, 2019</b> <i>2<sup>nd</sup> Pre-Election</i>	<b>9/22/19 – 10/19/19</b>	460	<ul style="list-style-type: none"> <li>All committees must file Form 460.</li> </ul>
<b>Nov 1, 2019</b> <i>3<sup>rd</sup> Pre-Election</i>	<b>10/20/19 – 10/30/19</b>	460	<ul style="list-style-type: none"> <li>All committees must file Form 460.</li> </ul>
<b>Jan 31, 2020</b> <i>Semi-Annual</i>	<b>10/31/19 – 12/31/19</b>	460	<ul style="list-style-type: none"> <li>All committees must file Form 460 unless the committee filed termination Forms 410 and 460 before December 31, 2019.</li> </ul>

**Additional Notes:**

- **\* Period Covered:** The period covered by any statement begins on the day after the closing date of the last statement filed, or January 1, if no previous statement has been filed.
- **Deadline Extensions:** Deadlines are extended when they fall on a Saturday, Sunday, or an official state holiday. This extension does not apply to the deadline for a Form 497 due the weekend before the election, or to any Form 496. Form 496 reports must be filed within 24 hours regardless of the day of the week.
- **Late Filing Fines:** Late filed statements will be assessed a \$25 per day late fine, until the statement is filed.
- **Method of Delivery:** All reports must be e-filed.

## San Francisco Ethics Commission

### Additional Notes Cont.:

- **Form SFEC-113:** The proponent of any petition that is circulated to qualify a measure for the ballot must inform the Ethics Commission that the proponent has begun to circulate the petition by filing by filing Form SFEC -113 within one business day of the first date that the petition is circulated.
- **Form SFEC-114.5:** Each committee which receives contributions that in aggregate total \$5,000 or more in a single calendar year, which were made at the behest of a City elective officer, must file this form no later than the deadline to file its semi-annual or pre-election statement.
- **Form SFEC-124:** Each committee which receives contributions that in aggregate total \$10,000 or more during an election cycle, from a single business entity, must file this form no later than the deadline to file its semi-annual or pre-election statement.
- **Form SFEC-125:** Any candidate-controlled ballot measure committee which receives contributions which were “bundled” must file Form SFEC-125 at the time they are required to file a semi-annual or pre-election statement.
- **Form 511 – Paid Spokesperson Report:** File within 10 days of making either of the following expenditures related to an advertisement to support or oppose a ballot measure: 1) A payment totaling \$5,000 or more to an individual to appear in an advertisement, or 2) A payment of any amount to an individual portraying a member of a licensed occupation (e.g., nurse, doctor, firefighter).
- **Public Documents:** All forms are public documents. Instructional information is available at [www.sfethics.org](http://www.sfethics.org). Click on Compliance, then Committees.
- **Committee Status:** See FPPC [Regulation 18247.5](#) to determine if a committee is primarily formed.
- **Other Committee Expenditures:** Contact the Ethics Commission if the committee makes independent expenditures/contributions to candidates and/or other measures. Additional reports may be required.

### Advertisement Disclaimers

- Many ballot measure advertisements require disclaimers, please review [disclaimer charts](#) for specific disclaimer requirements.