



**San Francisco Ethics Commission
Filing Schedule for
Committees Primarily Formed to Support/Oppose San Francisco Ballot Measures
Listed on the March 3, 2020 Ballot**

Deadline	Period	Form	Notes
Jan 31, 2020** <i>Semi-Annual</i>	* – 12/31/19	460	<ul style="list-style-type: none"> All committees must file this report. May be filed on January 23, 2020.
Within 24 Hours <i>Contribution Reports</i>	12/4/19 – 3/3/20	497	<ul style="list-style-type: none"> File if a contribution of \$1,000 or more in the aggregate is received from a single source. File if a contribution of \$1,000 or more in the aggregate is made to or in connection with another candidate or another measure being voted upon March 3, 2020 ballot, or made to a political party committee. 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.
Jan 23, 2020 <i>1st Pre-Election</i>	1/1/20 – 1/18/20	460	<ul style="list-style-type: none"> All committees must file Form 460.
Feb 20, 2020 <i>2nd Pre-Election</i>	1/19/20 – 2/15/20	460	<ul style="list-style-type: none"> All committees must file Form 460.
Feb 28, 2020 <i>3rd Pre-Election</i>	2/16/20 – 2/26/20	460	<ul style="list-style-type: none"> All committees must file Form 460.
Jul 31, 2020 <i>Semi-Annual</i>	* – 6/30/20	460	<ul style="list-style-type: none"> All committees must file Form 460 unless the committee filed termination Forms 410 and 460 before June 30, 2020.

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.
- **** Deadlines:** Due to the election being held early in the year, the deadline for the first pre-election statement for calendar year 2020 is earlier than the deadline for the semi-annual statement for calendar year 2019. A candidate/committee active in both calendar years may file the 2019 statement on January 23, 2020
- **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.

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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 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).
- **Form 460 - Ballot Measure Quarterly Report:** Quarterly campaign reports are required prior to the semi-annual period in which pre-election reports must be filed.
- **Public Documents:** All forms are public documents. Instructional information is available at www.sfethics.org. Click on Compliance, then Committees.
- **Committee Status:** See FPPC [Regulation 18247.5](http://www.fppc.org/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.

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