

**San Francisco Ethics Commission**  
**Filing Schedule for**  
**Candidates and Controlled Committees for City Elective**  
**Office Being Voted on November 3, 2020**



<b>Deadline</b>	<b>Period</b>	<b>Form</b>	<b>Notes</b>
<b>Jul 31, 2020</b> <i>Semi-Annual</i>	* – 6/30/20	460 or 470	<ul style="list-style-type: none"> <li>▪ <b>460:</b> All committees must file Form 460.</li> </ul>
<b>Within 24 Hours</b> Contribution Reports	8/5/20 – 11/3/20	497	<ul style="list-style-type: none"> <li>▪ File if candidate contribution or loan is received of \$1,000 or more in aggregate.</li> </ul>
<b>Sep 24, 2020</b> <i>1<sup>st</sup> Pre-Election</i>	7/1/20 – 9/19/20	460 or 470	<ul style="list-style-type: none"> <li>▪ Each candidate listed on the ballot must file Form 460 or Form 470 (see below).</li> </ul>
<b>Oct 22, 2020</b> <i>2<sup>nd</sup> Pre-Election</i>	9/20/20 – 10/17/20	460	<ul style="list-style-type: none"> <li>▪ All committees must file Form 460.</li> </ul>
<b>Oct 30, 2020</b> <i>3<sup>rd</sup> Pre-Election</i>	10/18/20 – 10/28/20	460	<ul style="list-style-type: none"> <li>▪ All committees must file Form 460.</li> </ul>
<b>Feb 1, 2021</b> <i>Semi-Annual</i>	10/29/20 – 12/31/20	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, 2020.</li> </ul>

**Additional Filing Requirements (Information):**

- **\* 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.
- **[Form 501](#):** All candidates must file Form 501 (Candidate Intention Statement) before soliciting/receiving contributions.
- **[Form 410](#):** (Statement of Organization) must be filed once \$2,000 or more has been raised/spent.
- **[Form 460](#):** Candidates who have raised/spent \$2,000 or more file the Form 460. The Form 460 must be e-filed with the San Francisco Ethics Commission.
- **[Form SFEC 125](#):** All committees which receive contributions which were “bundled” must file SFEC Form 125 at the time they are required to file a semi-annual or pre-election statement (see page 2 for more information).
- **[Form SFEC 161](#):** Each committee which pays for a “mass mailing” must e-file a SFEC Form 161 (including a copy of the mailing - [specification notes](#)) within 5 days of the mailing, or within 48 hours if sent within the last 16 days prior to the election.

## San Francisco Ethics Commission

- **FPPC Form 470:** Candidates who do not raise or spend \$2,000 or more (or anticipate raising or spending \$2,000 or more) in 2020 and do not have an open committee may file Form 470 on or before September 24, 2020. If, later during the calendar year, a campaign committee must be opened, a Form 470 Supplement and a Form 410 must be filed. This report is not required if a Form 470 was filed by July 31<sup>st</sup>.

### Additional Notes Cont.:

- **Method of Delivery:** Form 470 may be filed on paper with original signature, all other forms **must** be [e-filed](#).
- **Late Filing Fines:** Late filed statements required to be e-filed will be assessed a \$25 per day late fine, until the statement is e-filed. Late filed statements required to be filed on paper will be assessed a \$10 per day late fine, until the statement is filed.
- **Cross-Filing Rules:** When a candidate or officeholder controls more than one committee for the purpose of election to office, all committees of that candidate or officeholder **MUST** file FPPC Form 460 semi-annual and pre-election statements each time any committee statement is due (see Cal. Code Regulation [Section 18405](#)).
- **Prohibition on Contributions from Contractors doing Business with the City:** See Campaign and Governmental Conduct Code [Sec. 1.126](#) and its [regulations](#) for more information.
- **Prohibition on Contributions from Corporations:** See Campaign and Governmental Conduct Code [Sec. 1.114\(b\)](#) and its [regulations](#) for more information.
- **Prohibition on Contributions for Official Action:** See Campaign and Governmental Conduct Code [Sec. 1.114\(d\)](#).
- **Prohibition on Contributions from Individuals with a Pending Land Use Matter:** See Campaign and Governmental Conduct Code [Sec. 1.127](#).
- **Advertisement Disclaimers:** Many candidate advertisements require disclaimers, please see [disclaimer charts](#) on the Ethics Commission website for specific disclaimer requirements.
- **Complete Training:** Candidates for City elective office and their treasurer/assistant treasurer must complete a [training](#) conducted by Ethics Commission staff prior to each election in which the candidate will appear on the ballot.
- **Resources:** Local [campaign guides](#) and [Ethics Commission website](#).

### Definitions

“**Mass Mailing**”: Over 200 substantially similar pieces of mail but does not include a form letter or other mail which is sent in response to an unsolicited request, letter or other inquiry (see [SFEC Form 161](#)).

“**Bundled Contributions**”: Delivering or transmitting contributions, other than one’s own or one’s spouse’s, except for campaign administrative activities

## San Francisco Ethics Commission

and any actions by the candidate that a candidate committee is supporting.

**“Campaign Administrative Activity”**: Administrative functions performed by paid or volunteer campaign staff, a campaign consultant whose payment is disclosed on the committee’s campaign statements, or such campaign consultant’s paid employees.