

**San Francisco Ethics Commission  
Filing Schedule for  
Committees Primarily Formed to Support/Oppose Candidates for City  
Elective Office November 3, 2020 Ballot**



<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	<ul style="list-style-type: none"> <li>All committees must file this statement.</li> </ul>
<b>Within 10 Days</b> <i>Independent Expenditure Verification</i>	<b>Ongoing</b>	462	<ul style="list-style-type: none"> <li>Committees making independent expenditures must file this form with the FPPC.</li> <li>Email only. No paper copy is required.</li> <li>Committees file only one Form 462 per election for each candidate or measure supported or opposed by an independent expenditure.</li> </ul>
<b>Within 24 Hours</b> <i>Contribution/Independent Expenditure Reports</i>	<b>8/5/20 – 11/3/20</b>	496 <sup>1</sup> 497	<ul style="list-style-type: none"> <li><b>496:</b> File if an independent expenditure of \$1,000 or more in the aggregate for a specific candidate is made.</li> <li><b>497:</b> File if a contribution of \$1,000 or more in the aggregate is received from a single source.</li> <li><b>497:</b> File if a contribution of \$1,000 or more in the aggregate is made to a candidate or measure being voted upon November 5, 2019.</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 contribution is received.</li> </ul>
<b>Sep 24, 2020</b> <i>1<sup>st</sup> Pre-Election</i>	<b>7/1/20 – 9/19/20</b>	460	<ul style="list-style-type: none"> <li>All committees must file this statement.</li> </ul>
<b>Oct 22, 2020</b> <i>2<sup>nd</sup> Pre-Election</i>	<b>9/20/20 – 10/17/20</b>	460	<ul style="list-style-type: none"> <li>All committees must file this statement.</li> </ul>
<b>Oct 30, 2020</b> <i>3<sup>rd</sup> Pre-Election</i>	<b>10/18/20 – 10/28/20</b>	460	<ul style="list-style-type: none"> <li><b>Committees primarily formed to support or oppose candidates are not required to file the 3<sup>rd</sup> pre-election statement, the statement is instead recommended.</b></li> </ul>
<b>Feb 1, 2021</b> <i>Semi-Annual</i>	* – 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 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.

<sup>1</sup> A copy of any advertisement associated with a Form 496 filing must be filed with the Ethics Commission at the time the e-filing is required ([specification notes](#)).

<sup>2</sup> Fees for the establishment or administration of the committee do not count towards the \$500 threshold requiring the pre-election statement.

## San Francisco Ethics Commission

### Additional Notes Cont.:

- **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.
- **[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 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).
- **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.
- **Method of Delivery:** All reports must be filed [e-filed](#).
- **Public Documents:** All forms are public documents. Instructional information is available at [www.sfethics.org](http://www.sfethics.org) Click on Compliance, then Contributors & Third Parties.
- **Advertisement Disclaimers:** Many advertisements require disclaimers, please review [disclaimer charts](#) for specific disclaimer requirements.
- **Committee Status:** A city committee may make contributions or independent expenditures in connection with other elections. Generally, a city committee is one that spends more than 70% of its funds in connection with elections in one city. See [FPPC Regulation 18227.5](#) to determine whether your committee is a city, county or state committee.
- **Multipurpose Organizations (including non-profits):** A multipurpose organization that uses its general dues account to make contributions or expenditures may qualify as a major donor or independent expenditure committee and may be required to report payments on Campaign Form 461. Such an organization will qualify as a recipient committee if expenditures exceed \$50,000 in a 12-month period or \$100,000 in four consecutive calendar years. An organization that qualifies as a recipient committee may need to file reports disclosing contributors. For more information, see the FPPC's fact sheet, [Campaign Reporting Rules for Multipurpose Organizations](#).
- **Complete Committee Treasurer Training – File Form 107:** [Training for Committee Treasurers](#)