

San Francisco Ethics Commission



Filing Schedule for Candidates and Controlled Committees for City Elective Who Will be Voted Upon at the June 7, 2022

Deadline	Period	Form	Notes
Jan 31, 2022 <i>Semi-Annual</i>	* – 12/31/21	460 or 470	<ul style="list-style-type: none"> 460: All committees must file Form 460.
Within 24 Hours <i>Contribution Reports</i>	3/9/22 – 6/7/22	497	<ul style="list-style-type: none"> File if candidate contribution or loan is received of \$1,000 or more in aggregate.
Apr 28, 2022 <i>1st Pre-Election</i>	1/1/22 – 4/23/22	460 or 470	<ul style="list-style-type: none"> Each candidate listed on the ballot must file Form 460 or Form 470 (see below).
May 26, 2022 <i>2nd Pre-Election</i>	4/24/22 – 5/21/22	460	<ul style="list-style-type: none"> All committees must file Form 460.
Jun 3, 2022 <i>3rd Pre-Election</i>	5/22/22 – 6/1/22	460	<ul style="list-style-type: none"> All committees must file Form 460.
Aug 1, 2022 <i>Semi-Annual</i>	6/2/22 – 6/30/22	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, 2022.

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 2022 and do not have an open committee may file Form 470 on or before April 28, 2022. If, later during the calendar year, a campaign committee must be opened, a Form 470 Supplement and a Form 410 must be filed.

Additional Notes:

- **Method of Delivery:** The Form 501 and Form 470 must be filed on paper with original signature; however, candidates may also file a scanned PDF. copy of each form using [DocuSign](#) (see instructions). 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](#).
- **Public Documents:** All statements and reports are public documents.
- **After the Election:** Reporting requirements will depend on whether the candidate is successful and whether a campaign committee is open. See [After the Campaign](#) for additional information.

San Francisco Ethics Commission

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 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.