

San Francisco Ethics Commission
November 5, 2024 Election Filing Schedule
Committees Primarily Formed to Support/Oppose City
Candidates or City Ballot Measures



Statement	Filing Deadline	Disclosure Period	Form	Note
24 Hour Reports	Within 24 hours of activity	8/7/24 – 11/5/24	496 or 497	<p>Form 496 (Late Independent Expenditure Report)</p> <ul style="list-style-type: none"> File if an independent expenditure of \$1,000 or more in the aggregate is made. <p>Form 497 (Late Contribution Report*)</p> <ul style="list-style-type: none"> File if a contribution or loan of \$1,000 or more in aggregate is received from a single source or made to a candidate or primarily-formed committee.
Independent Expenditure Verification	Within 10 Days	Ongoing	462	<p>Primarily Formed Candidate Committees</p> <ul style="list-style-type: none"> Committees file only one Form 462 per election for each candidate or measure support or opposed by an independent expenditure – this must be filed with the FPPC via email. <p>Primarily Formed Ballot Measure Committees</p> <ul style="list-style-type: none"> Are not required to file Form 462 for local measures.
Mid-Year Semi-Annual	July 31, 2024	* – 6/30/24	460	<ul style="list-style-type: none"> All committees must file this statement

1st Pre-Election	September 26, 2024	7/1/24 – 9/21/24	460	<ul style="list-style-type: none"> All committees must file these statements
2nd Pre-Election	October 24, 2024	9/22/24 – 10/19/24		
3rd Pre-Election	November 1, 2024	10/20/24 – 10/30/24		
Year-End Semi-Annual	January 31, 2025	10/31/24 – 12/31/24	460	<ul style="list-style-type: none"> All committees must file this statement unless termination Forms 410 and 460 are filed before the close of the relevant period.

***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.

Ballot Measure Circulation Reports: Any committee that is raising or spending funds to support or oppose a measure during the circulation of the measure shall file supplemental campaign statements with the Ethics Commission. These statements shall be filed on the 5th and 20th of every month in which a measure is circulating in the City and County for signatures, and on the 5th day of the month following the end of the circulation period if necessary to disclose contributions received or expenditures made during the signature gathering period. Each such statement shall disclose contributions received and expenditures made between the end of the reporting period for the last campaign statement filed by the committee and the period ending five calendar days prior to the date of filing.

Additional Notes & Filing Requirements – Primarily Formed Candidate Committees:

- **Deadline Extensions:** Deadlines are extended when they fall on a Saturday, Sunday, or an official state holiday.
 - This extension does not apply to a 24-Hour (Form 497) that is due the weekend before the election,
 - This extension never applies to any 24-Hour Independent Expenditure Report (Form 496).
- **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.

- **Method of Delivery:** All Committees identified in CGCC 1.112(b) must electronically e-file campaign statements using the method identified on the webpage titled [Complete List of Campaign & Public Financing Forms](#).
- **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.
- **Public Documents:** All forms are public documents.
- **Advertisement Disclaimers:** Many advertisements require disclaimers, please review [disclaimer charts](#) for specific disclaimer requirements.
- **Multipurpose Organizations (including non-profits):** A multipurpose organization that uses its general dues account to make contributions or expenditures may 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 needs to file reports disclosing contributors
 - For more information, see the [FPPC's fact sheet, Campaign Reporting Rules for Multipurpose Organizations](#).

Additional Notes & Filing Requirements – Primarily Formed Ballot Measure Committees:

- **Deadline Extensions:** Deadlines are extended when they fall on a Saturday, Sunday, or an official state holiday.
 - This extension does not apply to a 24-Hour (Form 497) that is due the weekend before the election,
 - This extension never applies to any 24-Hour Independent Expenditure Report (Form 496).
- **Multipurpose Organizations (including non-profits):** A multipurpose organization that uses its general dues account to make contributions or expenditures may 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 needs to file reports disclosing contributors.
 - For more information see the FPPC's fact sheet [Campaign Reporting Rules for Multipurpose Organizations](#).
- **Public Documents:** All statements and reports are public documents.
- **Advertisement Disclaimers:** All ballot measure advertisements require disclaimers, please review [disclaimer charts](#) for specific disclaimer requirements.
- **Ballot Measure Quarterly Report:** Depending on committee activity and proximity to an election, quarterly campaign reports are required prior to the semi-annual period in which pre-election reports must be filed.

- **SFEC Form 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.
- **SFEC Form 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.
- **SFEC Form 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.
- **SFEC Form 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.
- **SFEC Form 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.
- **[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)
- **Method of Delivery:** All Committees identified in CGCC 1.112(b) must electronically e-file campaign statements using the method identified on the webpage titled [Complete List of Campaign & Public Financing Forms](#).