

**ALAMEDA COUNTY REGISTRAR OF VOTERS
CANDIDATE STATEMENT FILING RULES/AGREEMENT**

**RULES GOVERNING FILING OF CANDIDATE STATEMENT
(EC 13307, 13307.5, 13312, 18351)**

General Information:

The law permits Nonpartisan, *State Legislative, and House of Representative Candidates to file a Candidate Statement for printing in the Voter Information Pamphlet that our office sends to voters. Filing a Candidate Statement is not mandatory but is permissive if the candidate desires to file.

*Only State Legislative candidates who have submitted FPPC Form 501 and accepted the voluntary spending limitations outlined within Proposition 34 may file a statement.

Format:

Candidates must type their submitted Statement in upper and lower case. All statements will be printed in a standardized font type and size, in a block paragraph format (see the back of the form for an example). The Registrar's Office will not accept an outlined format. The California Elections Code intends uniformity of the Candidate Statement's appearance. This avoids favored composition or printing of one candidate's Statement over another. The Statement will be printed in accordance with the requirements of the California Elections Code. The following WILL NOT be permitted: handwriting, all capital letters, bullet points, special characters, extra exclamation points, highlights, italicize, bold, underlined, or **bold and underlined**.

Content:

The Candidate Statement includes the name and a brief description of the candidate's education and qualifications in no more than 200 words (Nonpartisan office) or 250 words (State Legislative, House of Representative office). It may include the age and occupation of the candidate. The occupation listed on the Candidate Statement is not mandated to be the same occupation listed as your ballot designation on the Declaration of Candidacy. The occupation on the Statement is not limited to the laws that apply to your ballot designation. Statements shall not, in any way, make reference to other candidates for office or to another candidate's qualifications, character, or activities. The Candidate Statement may not include any party affiliation of the candidate, nor include membership or activity in partisan political organizations.

When and Where to File Statement:

It is a requirement to file an electronic copy of the candidate statement in one of the following ways: on a USB, CD, by e-mail, or online. Please see the back of this form for further instructions on how to e-mail or submit online. Candidates or representatives are still required to come to our office for the word count verification and to make payment for the Statement. The Candidate Statement must be filed in the Alameda County Registrar of Voters office no later than 5 p.m. on March 6, 2026. The Candidate Statement may be withdrawn, but not changed, no later than 5 pm on the next working day after the close of the nomination period.

Offices that Cross Multiple County Lines:

It is the responsibility of the candidate to file his or her Candidate Statement with each corresponding county and pay the full respective county fee. The candidate files the hard copy of their statement with Alameda County. The candidate then mails a hard copy to the other counties, along with county-specific forms and payment, by overnight mail within 72 hours of filing the hard copy with their home county. The home county will send the filed candidate statement electronically to the other counties in the district upon filing.

Cost:

The local agency may estimate the total cost of printing, handling, translating, and mailing the candidate's Statement pursuant to this section, including costs incurred as a result of complying with the Voting Rights Act of 1965, as amended. Each candidate filing a statement may be required to pay the local agency in advance or after the election, his or her estimated pro-rata share as a condition of having his or her Statement included in the Voter Information Guide. In the event of underpayment, the Election Official will require the candidate to pay the balance of the cost incurred. In the event of an overpayment, the Election Official shall prorate the excess amount.

Candidate Initials: _____

Translations of Statements:

The Alameda County Registrar of Voters office is required to translate materials that will appear in the Voter Information Pamphlet in Chinese, Spanish, Tagalog, and Vietnamese.

Proof/Review of Statement:

Statements will be typeset exactly as submitted; candidates are therefore advised to carefully check their statements for errors in spelling, punctuation, and grammar. The Registrar of Voters makes corrections only to the format of the Statement. The Registrar of Voters office will send a proof of the Candidate Statement (as it will appear in the Voter Information Pamphlet) to the candidate via e-mail or fax to review before printing it in the Voter Information Pamphlet. It is the responsibility of the candidate to proof/review their Candidate Statement and to notify the Registrar of Voters office of any errors. If the Registrar of Voters office does not receive any notification from the candidate, the Candidate Statement will be printed as is.

Candidate Statement Cost: \$ _____

Check Payable To:

☐ District

Word Limit: _____

☐ Alameda County

ACKNOWLEDGMENT OF RULES AND REGULATIONS

I have read and acknowledged the rules and regulations for submitting a Candidate Statement.

Signature _____

Date _____

DECLINE TO FILE A CANDIDATE STATEMENT	<p>I decline to file a Candidate Statement.</p> <p>Signature _____ Date _____</p>
WITHDRAWAL OF CANDIDATE STATEMENT	<p>*Note: A Candidate may withdraw their Candidate Statement by signing and submitting this withdrawal notice to the Registrar of Voters no later than 5 pm on the next working day after the close of the nomination period.</p> <p>I hereby withdraw my Candidate Statement. I request the Alameda County Registrar of Voters to refund the deposit amount paid in advance.</p> <p>Signature _____ Date _____</p>
UNOPPOSED WITHDRAWAL	<p>If you are running unopposed and the race for which you are running is still on the ballot, please select one of the following options:</p> <p><input type="checkbox"/> Yes – print my statement <input type="checkbox"/> No – do not print my statement (<i>check will be voided</i>)</p> <p>Signature _____ Date _____</p>
E-MAIL CANDIDATE STATEMENT	<p>If preferred, you may e-mail your Candidate Statement to: Candidate.Services@acgov.org</p> <ul style="list-style-type: none"> • The Candidate Statement must be submitted in MS Word • Must be submitted in the standard block paragraph format (<i>see below for reference</i>)
ONLINE SUBMISSION	<p>To submit your Candidate Statement online, please follow the steps below:</p> <ol style="list-style-type: none"> 1. Provide your e-mail address to the Registrar of Voters office; this e-mail address will be your user ID and a password will be e-mailed to you. 2. Log on to My Candidate Profile: https://candidate.acgov.org/ 3. Click on Candidate Statement <p>You can make changes up until the day you officially file your Candidate Statement to the Registrar of Voters office with your payment.</p>
REQUIRED E-MAIL ADDRESS	<p>This email address will be used for the ROV to send Candidate Statement proofs and other materials for your review.</p> <p>E-mail: _____</p>

INCLUDE THIS STANDARD FORMAT WHEN SUBMITTING YOUR CANDIDATE STATEMENT

Name:
Occupation:
Age: (*optional*)
My education and qualifications are:
[begin text here]

EXAMPLE OF HOW THE CANDIDATE STATEMENT WILL APPEAR IN THE VOTER INFORMATION PAMPHLET

BOB SMITH
Occupation: Businessman
Age: 55
My education and qualifications are: I am asking for your help, your support, your endorsement and most important your vote on November 4, 2008. My knowledge and experience in business and my involvement as a member of the shared decision making process in the District qualify me to provide responsive leadership on the School Board. I will ensure that student achievement remains our highest priority by working collaboratively with parents, teachers and staff. I will work hard to ensure that our school district continues to improve test scores and that every dollar benefits our children's education. Please vote for Bob Smith to be your next responsive representative on the Unified School District Board of Trustees.