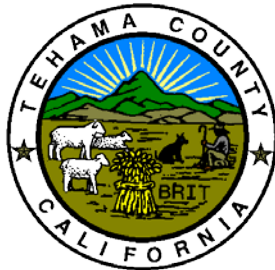


General Election November 8, 2016

CALENDAR OF EVENTS



**Provided by
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This 2016 General Election Calendar is intended to provide general information about the nomination and election of candidates and qualification of ballot measures, and does not have the force and effect of law, regulation or rule. It is distributed with the understanding that the County Clerk-Recorder/Registrar of Voters is not rendering legal advice and, therefore, this calendar is not to be a substitute for legal counsel for the individual, organization or candidate using it. In case of conflict, the law or regulation will apply.

NOVEMBER 8, 2016 GENERAL ELECTION CALENDAR OF EVENTS

Calendar Notes: All Code Sections are California Elections Code unless otherwise noted. Below the dates, “E” stands for Election Day, followed by the number of days prior to (-) or after (+) Election Day.

* Dates with an asterisk: Because the actual deadline date falls on a weekend or holiday, the deadline is moved to this date, generally, the next business day.

June 3 E - 158	Notify Special Districts of Deadline to Submit Notice of Elective Offices to be Filled to County Clerk County Elections Official to send notice to special districts of deadline to submit “Notice of Elective Offices to be Filled”. Suggested deadline for district to submit Notice is July 27 th in order to meet the agenda deadline for the August 2 nd Board meeting.
Jun 30 E-131	Statewide Measures – Qualify for Ballot Last day for initiative or Legislative measures to qualify for general election ballot. Calif. Const. Art. 11 §8(c) & E.C. §9013, 9040
July 4 Holiday	Independence Day Tehama County offices will be closed
July 5* – Jul 18 E-127 to E-113	Cities to Publish Notice of Election Between these dates, any city that is consolidating an election with the November General Election shall publish a “Notice of Election” one time in a newspaper of general circulation stating: 1) The date and polling hours of the election; 2) the offices to be filled, specifying full term or short term; 3) any measure to be voted on, including a synopsis of each measure. §12101, 12111
July 6 (E-125)	Resolutions Calling Election and Consolidating with the November General Election Adopted by Jurisdictions By this date, if special districts, school districts, cities or the county are going to submit a measure to the voters at the November general election, the governing boards are strongly urged to adopt, a resolution to call the election and consolidate the measure with the November election. Resolutions calling an election for ballot measures must be accompanied by ballot measure text, if any, and the ballot question of 75 words or less. §10403, 13247
July 6 (E-125)	Special Districts Deliver Notice of Election for Elective Offices to County Elections Official Last day for district secretaries to deliver a Notice of Election to the County Elections Office listing the elective offices to be filled, who will pay for any candidate’s statement of qualifications, and any measure to be voted on in November. A map of the district must accompany the Notice if any boundary changes occurred after June 2016. §10509, 10522, 10524

- July 8
(E-123)** **Submit Resolutions for Measures to County Elections Official**
By this date, special districts, schools and cities are strongly urged to submit to the elections official the resolution to consolidate their election with the November 8, 2016 Consolidated General Election. Resolutions must specify contest/candidate information and include any measure text, ballot title and 75-word ballot question. Schools must also include the “Specifications of the Election Order” with the resolution for the measure(s).
§10403, 13247
- July 8
(E-123)** **Schools to Deliver Specifications of the Election Order for Elective Offices**
Last day for any school board conducting a governing board election to deliver “Specifications of the Election Order” and file it with the County Superintendent of Schools and the County Elections Official stating the date and purpose of the election. Schools must include in the order how a tie vote will be resolved.
Ed. Code 5322, 5016
- July 11 – Aug. 10
(E-120 to E-90)** **Publish Notice of Election for Schools**
Between these dates, the County Elections Official will publish, one time, a Notice of Election in a newspaper of general circulation containing the date of the election, the offices to be filled, qualifications for candidacy, where nomination papers are available, deadline for filing Declarations of Candidacy, and a notice that appointment will be made in lieu of election in accordance with state law. The County Elections Official will forward copies of all published notices to each school district.
§12112, §12113, Ed. Code §5343, 5363
- July 11 – Aug. 10
(E-120 to E-90)** **Publish Notice of Election for Special Districts**
Between these dates, the County Elections Official will publish, one time, a Notice of Election in a newspaper of general circulation containing the date of the election, the offices to be filled, qualifications for candidacy required by the principal act, where nomination papers are available, deadline for filing Declarations of Candidacy, and a notice that appointment will be made in lieu of election in accordance with state law. The County Elections Official will forward copies of all published notices to each special district.
§12112, §12113
- July 18 – Aug. 12
(E-113 to E-88)** **Candidate Filing Period – Schools and Special Districts**
Candidates for special district board of directors and school governing board member may obtain and file their Declarations of Candidacy along with their Candidate’s Statement of Qualifications if they choose to submit one. Forms are obtained from and filed with the County Elections Official.
§10510, 10511, 10602, 1063, 13307, 13311, 20400 et. al., Ed. Code §5300 et. al
- July 18 – Aug. 12
(E-113 to E-88)** **Candidate Filing Period - Cities**
Candidates seeking elective city offices receive and file their nomination documents with the appropriate city elections official.
§10220 et.al.
- Jul 27** **Suggested deadline to Submit Resolutions of Consolidation to County Elections Official**
Suggested deadline for special districts and cities to submit the resolution to consolidate their election with the November 8, 2016 Consolidated General Election and submit any measure text, ballot title and 75 word ballot question to the elections official.
§10403, 13247

- Aug. 1*** **Semi-Annual Campaign Disclosure Statements Due**
Semi-annual Campaign Statements of campaign expenditures and receipts for the period of January 1, 2016 through June 30, 2016 are due no later than this date. Elected officers, candidates and committees that receive contributions of \$2,000 or more in a calendar year must file semi-annual campaign statements. Excepted from this requirement are: candidates who file a declaration indicating they receive or expend less than \$2,000 in a calendar year; elected officers whose salaries are less than \$200 per month; judicial candidates who have not made any contributions or expenditures during the preceding six month period; and judges not listed on the ballot for reelection, under specified circumstances.
Gov. Code §84200, 84218
- Candidates or committees making independent expenditures of \$2,000 or more in a calendar year to support or oppose a candidate or measure shall file independent expenditure reports as if it were formed or existing primarily to support or oppose the candidate or measure.
Gov. Code §84203.5
- Aug. 2** **County Elections Official to Prepare Agenda Transmittal**
Last day for the County Elections Official to prepare and submit agenda item transmittal for the August 9th Board of Supervisors’ meeting (last meeting prior to E-88).
Date required by County Elections Official
- Aug. 2 (E-98)** **Change of Candidate’s Ballot Designation**
Last day for run-off candidates to request, in writing to both the Secretary of State and the County Elections Official, that a different ballot designation be used for the November General Election than the designation used for the Primary Election.
§13107(e)
- Aug. 2** **Board of Supervisors to Approve Resolutions of Consolidation**
Final meeting before E-88 for the Board of Supervisors to approve Resolutions requesting consolidation for any county, special district, school and city elections with the November 8, 2016 Consolidated General Election.
§10403.5
- Aug. 10 – Nov. 8** **Late Contribution/Independent Expenditure Report**
During this time late contribution/independent expenditure reports must be filed by FAX, telegram, mailgram, guaranteed overnight mail or delivered in person.
Gov. Code §84203, 84204
- Aug. 12 5:00 p.m.** **Last Day to Submit Notice of Election and Argument Deadline for Publication**
The County Elections Official will publish the final deadline for submitting arguments for or against any ballot measure. Publication date will be no later than Wednesday, August 17th . Arguments deadline is August 24th (E-76).
§9162, 9163, 9286, 9315, 9316, 9502
- Aug. 12 (E-88)** **Boundary Changes**
Last day for jurisdictions holding their elections in November to make boundary changes and file with the County Elections Official.
§12262
- Aug. 12 (E-88 to E-50)** **Notification of Mail Ballot Precinct**
Last day for the County Elections Official to determine if there are 250 or fewer persons registered to vote in any precinct and notify those voters who are affected.
§3005

- Aug. 12 (E-88) Last Day of Candidate Filing Period**
 Deadline for candidates for city, special district board and school governing board candidates to obtain and file their Declarations of Candidacy along with their Candidate’s Statement of Qualifications, if they choose to submit one. Forms are obtained from and filed with the County Elections Official.
 §10510, 13307, 13311; Ed. Code 5012
- Aug. 12 (E-88) Last Day of Candidate Filing Period – Cities**
 Last day for candidates seeking elective city/town offices receive from and file their nomination documents with the appropriate City/Town Election Official.
 §10220-10224, 10227
- Aug. 12 (E-88) Last Day to File Candidate Statement of Qualifications**
 Deadline for candidates to file a candidate statement of qualifications to be included in the Sample Ballot and Voter Information Booklet. The statement shall not exceed 200 words and the candidate will be required to pay the predetermined advance payment. The statement may be withdrawn but not changed up to 5:00 p.m. of the next working day after the close of the candidate filing period. If there is an extension to the candidate filing period, the extension applies to candidate statements of qualifications also.
 §13307
- Aug. 12 (E-88) Last Day to Withdraw from Candidacy**
 Any candidate who has filed a declaration of candidacy may withdraw, in writing, that declaration up until 5:00 p.m. Aug. 12th. No candidate may withdraw after this date. If there is an extension to the filing period, the deadline to withdraw is extended also.
 §10510, 10516; Ed. Code §10603, 10604
- Aug. 12 (E-88) Statements of Economic Interests**
 Elected officials and candidates for specific offices must file statements of economic interests by this date. The statements must disclose the candidate’s investments, interests in real property, and any income received during the immediately preceding 12 months. This statement is not required if the candidate has filed a statement for the same jurisdiction within 60 days prior to filing nomination papers. NOTE: This requirement applies to most school and special districts and all city candidates.
 Gov. Code §87200 et seq.
- Aug. 12 (E-88) Measure Letter Assignment**
 Last day for the elections official to assign the letter designation to each local measure that will appear on the general election ballot.
 §13116
- Aug. 12 (E-88) Last Day for Run-Off Candidates to File Candidate Statement for November Election**
 Deadline for run-off candidates to submit a candidate statement of qualifications for inclusion with the Sample Ballot and Voter Information Booklet. The required advance payment must be made at the time of submission of the candidate statement.
 §13307
- Aug. 12 – Sept. 1 (E-88 to E-68) Extension of Nomination Period if Incumbent or Lone Challenger Dies**
 If an incumbent and only one challenger file for a nonpartisan statewide, countywide, or citywide office or for a nonpartisan office elected by division, area, or district, and either the incumbent or the challenger dies after E-88 but before E-68, the nomination filing period shall be reopened. The new filing deadline is 5:00 p.m. on E-68.
 §8026, 8027

**Aug. 13 – Aug. 17
(E-87 to E-83)**

Extension of Candidate Filing Period – Schools, Cities/Towns and Special Districts

If an incumbent member of a board does not file a Declaration of Candidacy by 5:00 p.m. on Aug. 12th, any person other than the incumbent may file a Declaration of Candidacy by 5:00 p.m. on Aug. 17th. This provision does not apply if there is no incumbent eligible to be elected. City/town candidates must see appropriate city/town clerk.

§10225, 10407, 10516(b), 10603, 10604

**Aug. 17
(E-83)**

Insufficient Number of Nominees – School Districts

If, by 5:00 p.m. on the 83rd day prior to the day fixed for the governing board election, only one person has been nominated for any elective office to be filled at that election, or no one has been nominated for the office, or in the case of members to be elected from the district at large, the number of candidates for governing board member at large does not exceed the number of offices to be filled at that election, or in the case of members to be nominated by trustee area and elected at large, the number of candidates do not exceed the number required to be elected governing board member at large nominated by that trustee area, or in the case of members to be elected at large in accordance with Sections 5030.5, 5030.7, no more than one person has been nominated for each membership position, and a petition signed by 10 percent of the voters or 50 voters, whichever is the smaller number, in the district or trustee area, if elected by trustee area, requesting that a school district election be held for the offices has not been presented to the officer conducting the election, appointment will be made as prescribed by Section 5328. The provisions of this section and Section 5328 shall also apply to elections for membership on a county board of education.

Ed. Code §5326

If, pursuant to Section 5326 a district election is not held, the qualified person or persons nominated shall be seated at the organizational meeting of the board, or if no person has been nominated or if an insufficient number is nominated, the governing board shall appoint a qualified person or persons, as the case may be, at a meeting prior to the day fixed for the election, and such appointee or appointees shall be seated at the organizational meeting of the board as if elected at a district election.

Ed. Code 5328

If no one has been nominated to an office, prior to making an appointment to that office pursuant to Section 5328, the governing board shall cause to be published a notice once in a newspaper of general circulation published in the district or, if no such newspaper is published in the district, in a newspaper having general circulation in the district, stating that the governing board intends to make an appointment and informing persons of the procedure available for applying for the office.

Ed. Code 5328.5

**Aug. 17
(E-83)**

Insufficient Number of Nominees – Special Districts

If, by 5:00 p.m. on the 83rd day prior to the day fixed for the general district election: (1) only one person has filed a declaration of candidacy for any elective office to be filled at that election, (2) no one has filed a declaration of candidacy for such office, (3) in the case of directors to be elected from the district at large, the number of persons who have filed a declaration of candidacy for director at large does not exceed the number of offices of director at large to be filled at that election, or (4) in the case of directors who must reside in a division but be elected at large, the number of candidates for director at large from a division does not exceed the number required to be elected director at large while residing in that division; and if a petition signed by 10 percent of the voters or 50 voters, whichever is the smaller number, in the district or division if elected by division, requesting that the general district election be held has not been presented to the officer conducting the election, he or she shall submit a certificate of these facts to the supervising authority and request that the supervising authority, at a regular meeting held prior to the Monday before the first Friday in December in which the election is

held, appoint to the office or offices the person or persons, if any, who have filed declarations of candidacy. The supervising authority shall make these appointments.

If no person has filed a declaration of candidacy for any office, the supervising authority shall appoint any person to the office who is qualified on the date when the election would have been held. The person appointed shall qualify and take office and serve exactly as if elected at a general district election for the office.

Where a director must be appointed to represent a division, all or most of which is not within the county governed by the supervising authority, then the board of supervisors of the county within which all or most of that division is located shall be the body to which request for appointment is made and which shall make the appointment.

§10515

**Aug. 17
(E-83)**

Insufficient Number of Nominees – Cities

If, by 5:00 p.m. on the last day to file for candidacy, there are no nominees or only one nominee for an elective city office, appointments may be made pursuant to the provisions set forth in Elections Code §10229.

§10229

**Aug. 17
(E-83)**

Political Party Endorsements

In connection with an election at which a candidate for a voter-nominated office will appear on the ballot, a qualified political party may submit to the County Elections Official a list of the names of the candidates for voter-nominated office who were endorsed by that political party.

§13302(b)

**Aug. 18, 11a.m.
(E-82)**

Randomized Alphabet Drawing

The Secretary of State shall conduct the randomized alphabet drawing on this date and time to determine the order in which the candidates will appear on the general election ballot. On this same date and time, the County Elections Official shall conduct a randomized alphabet drawing for the offices of State Senate and State Assembly.

§13112

**Aug. 24
(E-76)**

Last Day to Submit Ballot Arguments

Last day to file arguments for or against any county, school or district measure. Arguments may not exceed 300 words in length. Should more than one argument for or more than one argument against any county, school or district measure be submitted, the County Elections Official shall select one of the arguments in favor and one of the arguments against the measure for printing and distribution to the voters. EXCEPTION: These provisions do not apply to a measure on school district reorganization.

§9162, 9163, 9166, 9315, 9316, 9502, 9503

**Aug. 24
(E-76)**

Deadline for Filing Tax Rate Statement or Fiscal Impact Reports for Measures

Last day to file Tax Rate Statement or Fiscal Impact Report for measures appearing on the November General Election ballot. Elections Code §9400 et seq. and other laws may apply.

§9400, 9401

**Aug. 26
(E-74)**

County Elections Official to Prepare Notice to Governing Boards of Insufficient Nominees – School Districts

County Elections Official to submit Certificate of Facts to governing body of each school district no later than August 26th so appointments may be made as necessary.

§10515

Aug. 26 (E-74)	County Elections Official to Prepare Notice to Board of Supervisors of Insufficient Nominees – Special Districts County Elections Official to submit Certificate of Facts to the governing body of each special district no later than August 26th so appointments may be made as necessary. §10515
Aug. 31 (E-69)	Impartial Analysis Due The impartial analysis from County Counsel due regarding any measure to be submitted to the voters. §9160, 9313, 9500
Aug. 31 (E-69)	Last Day to Submit Ballot Argument Rebuttals Last day for authors of direct arguments for or against a county, school or district measure to submit rebuttal arguments. Rebuttal arguments may not exceed 250 words in length. §9167, 9317, 9504, 9600
Sept. 5 Holiday	Tehama County Offices closed in observance of Labor Day
Sept. 9– Sept. 19 (E-60 to E-50)	Report of Registration During this period, each County Elections Official shall prepare and send to the Secretary of State a summary statement of the number of persons registered, by party and political subdivision, in their county as of September 9th. §2187(a), (c), (d)(2)
Sept. 9 (E-60)	Special Vote by Mail Ballot Applications The first day County Elections Officials may process applications for special vote by mail voters' (military personnel and overseas citizens) ballots. The application must include the statement that the voter cannot vote an absentee ballot during the normal vote by mail voting period because of military or other contingencies that preclude normal mail delivery. §300(b), 3103
Sept. 12– Oct. 25 (E-57 to E-14)	Statement of Write-in Candidacy and Nomination Papers During this period write-in candidates must file their Statement of Write-in Candidacy and Nomination Papers with the County Elections Official. §8601
Sept. 29	First Pre-Election Statement Last day for candidates and committees to file campaign disclosure statements covering the period ending Sept. 24th. Gov. Code §84200.5, 84200.7b
Sept. 29 – Oct. 18 (E-40 to E-21)	State Ballot Pamphlet Mailing Between these dates the Secretary of State shall mail state ballot pamphlets to all households in which voters were registered no later than September 9th. §9094(a) The county will also do a supplemental mailing of state ballot pamphlets to voters who registered after September 9th. §9094(c)
Sept. 29 – Oct. 18 (E-40 to E-21)	Counties Mail Sample Ballots Between these dates the County Elections Official shall mail a Sample Ballot and Voter Information Booklet and polling place notice to each registered voter in the county. §13300

- Oct. 2
E-40** **Inmate Registration and Voting**
Contact is made with the Sheriff’s office to set up inmate registration and voting services. Voter registration cards and vote by mail applications are provided to the Sheriff’s office with instructions for the Utility Officer. Voting period takes place from May 9th until Election Day.
- Oct. 11
(E-30)** **Last Day to Request Early Tabulation of Ballot Returns**
Before any election, the governing body of the jurisdiction holding the election shall decide if certain offices or measures to be voted on are of more than ordinary public interest and require early tabulation and announcement. The decision shall be transmitted to the County Elections Official not less than 30 days prior to the election.
§14440 - 14443
- Oct. 11*
(E-29)** **Establish Precinct Boards and Polling Places**
Last day for the County Elections Official to appoint board members and polling places.
§12286, 12318
- Oct. 11*
(E-29)** **Last Day to Register to Vote to Ensure Receipt of Sample Ballot**
Voter registration cards executed on this date will be added to the rolls and the voters will receive a Sample Ballot booklet prepared by the County Elections Official.

Note: Persons who registered between 28 and 15 days prior to the election may be sent a Sample Ballot Booklet and State Voter Information Pamphlet if there is time to process these last minute registrations. If not, such registrants will receive a post card confirming their voter registration status and their polling place location.
§9094, 13303
- Oct. 11* – Oct. 31*
(E-29 to E-10)** **Report of Registration**
During this period, the County Elections Official shall prepare and send to the Secretary of State a summary statement of the number of persons registered by party and political subdivision in their county as of October 10th.
§2187(a) (c) (d) (5)
- Oct. 10
Holiday** **Tehama County Offices closed in observance of Columbus Day**
- Oct. 11* – Nov. 1
(E-29 to E-7)** **Vote by Mail Ballot Application Period**
Between these dates voters may apply for a vote by mail ballot from the County Elections Office. Under certain conditions voters may obtain the ballot after Nov. 1st.
§3001, 3003, 3021
- Oct. 25 - Nov. 1
(E-14 to E-7)** **New Citizens Registration Period**
A new citizen registering to vote after the close of registration shall provide the Tehama County Elections Office with proof of citizenship prior to voting, and shall declare that he or she has established residency in California. New citizens vote a regular ballot.
§331, 332, 3400, 3500, 3501
- Oct. 24
(E-15)** **15-day Close of Voter Registration – Last Day to Register to Vote**
The Tehama County Elections Office shall accept an affidavit of registration executed as part of a voter registration card in the forthcoming election, if the affidavit is executed on or before the 15th day prior to the election and if any of the following apply:
1. The affidavit is postmarked on or before the 15th day prior to the election and received by mail by the Tehama County Elections Office.

2. The affidavit is submitted to the Department of Motor Vehicles or accepted by any other public agency designated as a voter registration agency pursuant to the National Voter Registration Act of 1993 (42 U.S.C. §1973gg) prior to the election.

3. The affidavit is delivered to the Tehama County Elections Office by means other than those described in paragraphs (2) and (3) on or before the 15th day prior to the election.

§2107

Oct. 25
(E-14)

Last Day to File for Write-In Candidacy

Deadline for candidates to file declarations of write-in candidacy.

§8600 et seq.

Oct. 25
3:00 p.m.

Notice of Central Counting Place

Last day and time for the County Elections Official to submit to newspaper the notice that the general election ballots will be counted at a specified public place. The notice shall be published one time in a newspaper of general circulation in the county no later than October 26th (E-10).

§12109

Oct. 25
3:00 p.m.

Publish Polling Places

Last day and time for the Tehama County Elections Office to submit to newspaper the list of polling places. The notice shall be published one time in a newspaper of general circulation in the county no later than November 1st (E-7).

§12105-12108, Gov. Code §6061

Oct. 27
(E-12)

Second Pre-Election Statement

The last day to file campaign disclosure statements for candidates and committees covering the period from 9/25/16 to 10/22/16.

Gov. Code §84200.5, 84200.8

Oct. 26
(E-10 Business Days)

First Day to Begin Processing Returned Vote by Mail Ballots

On this day, processing of the returned voted mail ballots may begin. The ballots are opened and prepared to be counted after the close of polls election day.

§15100 et seq.

Nov. 1
(E-7)

Testing Ballot Tabulation Equipment

Deadline to complete logic and accuracy testing of software and equipment for ballot counting on election night and deposit copy of computer vote count program with Secretary of State.

§15000, 15001

Nov. 1
(E-7)

Prepare Indexes

Deadline to prepare supplemental indexes of late registrants.

§2184, 2190, 2192

Nov. 1
(E-7)

Publication of City Candidates

Deadline for city clerks to complete publishing, in ballot order, the list of city nominees once a week for two successive weeks.

Government Code §6066

Nov. 2 – Nov. 8
(E-6 to E)

Vote by Mail Ballots – Late Conditions

Voters unable to go to the polls because of illness or disability or because they will be absent from their precinct on Election Day, may appear at the County Elections Office and receive a ballot over the counter. Voters may also designate, in writing, a representative to deliver the ballot to them. The voter may either personally or through

the authorized representative return the ballot to the County Elections Office or any polling place within Tehama County on Election Day.

§3021

Nov. 5

TEHAMA COUNTY OFFICE IS OPEN FOR VOTING

Voters may come into the office and return their ballot or request a vote-by-mail ballot. Office is open from 9a.m. to 3 p.m.

**Nov. 8
(E)**

ELECTION DAY

Polls open at 7 a.m. and close at 8 p.m. Election results will be posted after 8:00 p.m.

§10242, 14212

Nov. 8

Last Day for Elections Official to Receive Vote by Mail Ballots

Last day for Elections Official to receive vote by mail ballots. Ballots may be returned in one of the following methods:

- By mail to the address on the return envelope (must be postmarked no later than election day, and received no later than three days post-election day); or
- Prior to Election Day, in person, to the Elections Office during regular business hours from 8 a.m. to 5 p.m.; or
- Saturday before Election Day, in person to the Elections office from 9 a.m. to 3 p.m.; or
- On Election Day, in person to the Elections Office from 7 a.m. until 8 p.m.; or
- On election day, in person, to any polling place in the county from which the ballot was issued from 7 a.m. until 8 p.m.

§3017

**Nov. 8 – Nov. 11
(E to E+3)**

Last Day for Elections Official to Receive Vote by Mail Ballots – by Mail

Any vote by mail ballot shall be timely cast if it is received by the Elections Official via the USPS or a bona fide private mail delivery company no later than three (3) days after Election Day and either of the following is satisfied:

(1) The ballot is postmarked on or before Election Day or is time stamped or date stamped by a bona fide private mail delivery company on or before Election Day; OR

(2) If the ballot has no postmark, a postmark with no date, or an illegible postmark, the vote by mail identification envelope is date stamped by the Elections Official upon receipt of the vote by mail ballot from the USPS or a bona fide private mail delivery company, and is signed and dated pursuant to Section 3011 on or before Election Day.

§3020

**Nov. 10 – Dec. 6
(E+2 to E+28)**

Official Canvass

The official canvass of the returns is to be completed during this time.

§10547 – 10549, 15300 et seq.

**Nov. 11
Holiday**

Tehama County Offices closed in observance of Veteran’s Day.

**Nov. 24 – Nov. 25
Holiday**

Tehama County Offices closed in observance of Thanksgiving.

- Nov. 28
(E+20)** **Declaration of Elected Candidates and Installation of Elected Officers– Special Districts**
 No later than the Monday before the first Friday in December the County Elections Official shall declare the elected candidate or candidates. §10551
 The elections official shall make out and deliver to each person elected, a certificate of election signed and authenticated by the elections official. §15401
 Elective officers take office at noon on the first Friday in December next following the general district election. Prior to taking office, each elective officer shall take the official oath and execute any bond required by the principal act. §10554
- Nov. 28
(E+20)** **Declaration of Elected Candidates and Installation of Elected Officers – Schools**
 The County Elections Official shall notify the governing board of each school district as to the results of the general district election.
 Except as provided by Education Code §5000.5, each person elected at a regular biennial governing board member election shall hold office for a term of four years commencing on the first Friday in December next succeeding his or her election. Ed. Code §5017
 The elections official shall make out and deliver to each person elected a certificate of election, signed and authenticated by the elections official. §15401
- Nov. 28
(E+20)** **Tie Votes – Schools**
 The County Superintendent shall notify the governing board, which in turn shall summon the candidates and determine the winner by lot, except if the governing board provided for runoff election in the event of a tie vote and did so within the proper time. Ed. Code §5016
- Nov. 28
(E+20)** **Tie Votes – Special Districts**
 The County Elections Official shall notify the governing body, which in turn shall notify candidates involved to appear before it and at such time shall determine the winners by lot. The County Elections Official shall immediately make and deliver to each person elected a certificate of election signed by the County Elections Official. §10551(b), 10553
- Dec. 6
(E+28)** **Declaration of Elected Candidates and Installation of Elected Officers – Cities**
 For a consolidated election, the city elections official, upon receipt of the results of the election from the County Elections Official, shall certify the results to the governing body which shall, no later than the third Friday following presentation of the 28-day canvass of the returns, comply with the applicable provisions of Section 10263. §10262(b)
 For a consolidated election, the governing body shall meet at its usual place of meeting no later than the next regularly scheduled city council meeting following presentation of the 28-day canvass of the returns to declare the results and to install the newly elected officers. §10263(b)
- Dec. 6
(E+28)** **Tie Votes – Cities**
 The city council (or non-UDEL district) may resolve a tie by lot unless the governing body has adopted the provisions of Elections Code §15651(b) prior to conduct of the election (or prior to any election without ever having repealed the resolution), in which

case a runoff election shall be held not less than 40 nor more than 125 days after official certification of the election resulting in a tie vote.

§15651(b)

**Dec. 8
(E+30)**

Certified Statement of Votes Cast

The County Elections Official shall certify results of the election no later than E+30. The statement of results shall show:

1. Total number of votes cast;
2. Total number of votes cast at each precinct for each candidate and for and against each measure: and
3. Total number of votes cast for each candidate (by division or at at-large) and for and against each measure.

The County Elections Official shall prepare and deliver certificates of election to each elected candidate.

§15372 – 15374

**Dec. 8
(E+30)**

County Elections Official to Certify Election Results to the Board of Supervisors

The Official Canvass of the election must be completed by this date and the results certified to the governing body of each jurisdiction participating in the election for adoption.

§15372

**Dec. 8
(E+30)**

Certificate of Election

The elections official shall make out and deliver to each person elected, as declared by the Board of Supervisors, a certificate of election, signed and authenticated by the elections official.

§15401

**Dec. 9
(E+31)**

Statement of Vote to Secretary of State

No later than this date, the County Elections Official shall send, by registered mail, one complete copy of the Statement of Votes Cast to the Secretary of State.

§15375

**Dec. 9
(E+31)**

Update List of Elected Representatives

County Elections Official will flag winning candidates and update the list of elected representatives to be posted on the Tehama County Clerk-Recorder website.

Date set by County Elections Official

**Within 5 days
After Canvass**

Recount May Be Requested

Within 5 days after the completion of the official canvass, any voter may request a recount by filing a written request with the County Elections Office. The request shall specify on behalf of which candidate, slate of electors, or position on a measure (affirmative or negative) it is filed.

If an election is conducted in more than one county, the request for the recount may be filed with the County Elections Office of, and recount conducted within, any or all of the affected counties.

“Completion of the canvass” shall be presumed to be the time when the County Elections Office signs the certified Statement of Votes Cast.

The request may specify the order in which the precincts shall be recounted.

The petitioning voter shall, before commencement of each day's recount, deposit with the Tehama County Elections Office a sum as required by the County Elections Office to cover the cost of the recount for that day.

The recount shall be commenced not more than seven days following the receipt by the Tehama County Elections Office of the request for the recount and shall be continued daily, Saturdays, Sundays and Holidays, excepted for not less than six hours each day until completed.

§15600 et seq.

Varies between 10 days to six months following the certification of the vote

Contesting Election

Any elector of a county, city, or of any political subdivision of either may contest any election held therein for any of the following causes:

- (a) That the precinct board or any member thereof was guilty of misconduct.
- (b) That the person who has been declared elected to an office was not, at the time of the election, eligible to that office.
- (c) That the defendant has given to any elector or member of a precinct board any bribe or reward, or has offered any bribe or reward for the purpose of procuring his/her election, or has committed any other offense against the elective franchise defined in Division 18 (commencing with §18000).
- (d) That illegal votes were cast.
- (e) That eligible voters who attempted to vote in accordance with the laws of the state were denied their right to vote.
- (f) That the precinct board, in conducting the election or in canvassing the returns, made errors sufficient to change the result of the election as to any person who has been declared elected.
- (g) That there was an error in the vote-counting programs or summation of ballot counts.

§16100

The contestant shall verify the statement of contest, as provided by Section 446 of the Code of Civil Procedure, and shall file it within the following times after the declaration of the result of the election by the body canvassing the returns thereof:

- a) In cases other than cases of a tie, where the contest is brought on any of the grounds mentioned in subdivision (c) of §6100, six months.
- b) In all cases of tie, 20 days.
- c) In cases involving presidential electors, 10 days.
- d) In all other cases, 30 days.

§16401

Dec. 26 Holiday

Tehama County Offices closed in observance of Christmas.

Within 30 Days of Assuming Office

Statement of Economic Interests – All newly elected officials

All newly elected officials must complete and file a Statement of Economic Interests (Form 700) within 30 days of assuming office. Such statement shall not be required if the candidate has filed, within 60 days prior to assuming office, a statement for the same jurisdiction.

Gov. Code §87200, 87203

Period Following Election

Document Retention

Nomination documents and signatures in-lieu of filing fee petitions (if applicable) shall be held during the term of office for which they were filed and for four years after the expiration of the term. They may be destroyed as soon as practicable thereafter, provided no legal action or proceeding is pending.

If the election has federal offices on the ballot, precinct supplies and voted ballots must be preserved for 22 months following the election. If no legal action is pending at the time, the documents may be destroyed or recycled.

Initiative, referendum and recall petitions must be preserved for eight months following certification of the election for which the petition qualified or, if for any reason, is not submitted to the voters, eight months after final examination of the petition by the County Elections Official. If no legal action or proceeding is then pending, petitions may be destroyed as soon as practicable.

Elections Code Division 17, commencing with §17000

**Jan 2, 2017
Holiday**

Tehama County Offices closed in observance of New Year's Day.

Jan. 2, 2017

Assuming Office – County Supervisors & County Officers

All elected county officers shall be elected at the general election at which the Governor is elected, and take office at 12 o'clock noon on the first Monday after January 1st succeeding their election.

Gov. Code §24200

SPECIAL NOTES:

For dates regarding federal candidate campaign disclosure filing requirements or committees supporting or opposing federal candidates, please visit the Federal Elections Commission website at: http://www.fec.gov/info/report_dates.

For dates regarding state and local candidates campaign disclosure filing requirements, please visit the Fair Political Practices Commission website at: <http://www.fppc.ca.gov>.