CANDIDATE'S STATEMENT

PREPARATION OF CANDIDATE'S STATEMENT:

A candidate may submit a Candidate's Statement for inclusion in the Sample Ballot. This form is available from the City Clerk's Office at no charge to the candidate. The Candidate's Statement may include the name, age, and occupation of the Candidate and a brief description of no more than **200 words** of the Candidate's education, qualifications and stand on local issues, as expressed by the candidate. This statement is optional, but if it is used, it must be submitted at the same time as the Nomination Paper and Statement of Economic Interest. (E.C. § 13307)

FORMAL REQUIREMENTS:

- 1. Statements should be typed, using upper and lower case type.
- 2. Do not use any unusual spacing or underscoring on the statement.
- 3. Check statement for errors in spelling, punctuation, and grammar.
- 4. Must be no more than 200 words. (See Word Count Standard).
- 5. Do not include any party affiliation.
- 6. Do not include membership or activity in partisan political organizations.
- 7. Do not include business or organization names in occupation line.
- 8. NO CAPITAL LETTERS (except titles or acronyms); *no italics;* **no bolding, no bullets** or *underling* (E.C. § 13307(b))

In the case of a candidate who submits a statement which is not in conformance with the guidelines provided (i.e., typed in all CAPS, unusual spacing, or capitalization of SOME words for emphasis), the printer will be instructed to ignore any special emphasis placed on words or phrases, and type-set the statements utilizing a uniform format. (See Monterey County Election Department Candidate Statements).

Candidate's Statements shall remain confidential until the expiration of the filing deadline. (E.C. § 13311)

Statements may be **withdrawn**, but **not changed**, during the period for filing nomination papers and until 5:00 p.m. of the next working day after the close of the nomination period. (E.C. §13307.a (3))

NOTE: If any incumbent elected officer does not file for election, then the nomination period will be extended for all persons except the incumbents for five days. (E.C. §10225)