

# Candidate Guide

Mayor  
Board of Supervisors, District 5

November 5, 2019, Consolidated Municipal Election  
(Subject to change due to pending legislation)

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## I. Introduction

This candidate guide has been prepared by the San Francisco Department of Elections (the Department) to assist candidates for the Mayor and Board of Supervisors, District 5. This guide is intended to answer the most frequent questions about the nomination process and is not intended to be all-inclusive. Furthermore, if there is a conflict between this guide and an applicable law, regulation, or rule, the law, regulation, or rule shall always apply. For this reason, candidates, committees, and campaign staff should not rely solely on this guide, but should consult applicable laws and ordinances to ensure they meet all legal requirements related to nomination, campaigning, and election.

If you intend to run for office, the Department strongly recommends that you file all required forms well before the legal deadlines. Candidates qualify to have their names appear on the ballot only if they satisfy every requirement imposed by law. Filing deadlines, including the deadline for filing nomination documents, are set by law and cannot be extended under any circumstances. If you wait until the end of the filing period to file all the required nomination documents, you may not have time to identify and correct any errors or omissions prior to the deadline, thus precluding placement of your name on the ballot. Candidates who submit their nomination documents early usually have an opportunity to identify and correct any errors. Our staff is happy to set up an appointment to assist you with early filing, in accordance with statutory periods.

The Department is located in City Hall, Room 48, and open from 8 a.m. to 5 p.m., Monday through Friday, to assist with any questions regarding your candidacy. The Department strongly encourages you to contact the Department prior to your arrival so that we may prepare your documents to expedite your visit. Contact the Department at (415) 554-4375, [campaign.services@sfgov.org](mailto:campaign.services@sfgov.org), or through the Campaign Services appointment form at [sfelections.org](http://sfelections.org).

## II. Candidate Resources

In addition to this guide, the Department encourages candidates and campaigns to familiarize themselves with other important resources:

- a. The Department hosts Candidate Workshops on such topics as signatures in lieu of filing fees, nomination procedures, and voter registration drives
- b. The Department's website, *sfelections.org*, has a wealth of information for candidates and voters, including registration and voting calendars, details about ranked-choice voting, opportunities to observe the elections process, and up-to-date results reports from Election Night through certification of the results
- c. Candidates may apply to purchase voter data files for campaign purposes
- d. The San Francisco Ethics Commission publishes a general candidate guide that explains state and local requirements concerning campaign finance and campaign disclosure; the Ethics Commission and the FPPC (below) also provide information regarding laws that govern political literature and advertising
- e. The California Secretary of State (SOS) and Fair Political Practices Commission (FPPC) play a role in the administration and enforcement of laws regulating candidates and elections. The FPPC has created "Campaign Disclosure Manual 2", available online at *fppc.ca.gov*, which details filing and disclosure requirements for local candidates

<b>Code References:</b> the following abbreviations are used throughout this guide for citations of supporting legal codes	
CAEC	California Elections Code
CCR	California Code of Regulations
CA Gov. Code	California Government Code
SFC	San Francisco City Charter
SFMEC	San Francisco Municipal Elections Code
SFC&GCC	San Francisco Campaign and Governmental Conduct Code

### III. Calendar of Events

Date(s)	Description	Code Provisions
3/18/2019 - 5/12/2019 E-232- E-177*	<p><b>Signatures In Lieu Of Filing Fees</b> The period during which candidates can pick up and file in-lieu petitions in order to pay for all or part of their filing fees by obtaining signatures of qualified voters. These signatures are due on or before the signatures-in-lieu deadline.</p>	CAEC §8106; SFMEC §205, 230, 840
5/17/2019 - 6/11/2019 E-172 - E-147	<p><b>Nomination Period</b> The period during which candidates may obtain and must file nomination documents. Filing fees are due upon filing of nomination documents. All nomination documents must be filed no later than 5 p.m. on the last day of the nomination period. In the event an eligible incumbent does not file by the nomination period deadline, the filing period shall be extended by five calendar days for candidates other than the incumbent.</p>	CAEC §§10220 - 10225; SFMEC §205(a)
6/12/2019 noon - 6/22/2019 noon E-146 - E-136	<p><b>Public Examination Period: Candidate Materials</b> Period of public review and possible legal challenge of candidate legal names, qualification statements, ballot designations, and translated or transliterated Chinese names submitted by candidates.</p>	SFMEC §590(a)
8/20/2019 noon - 8/30/2019 noon E-77 - E-67	<p><b>Public Examination Period: Chinese Transliterations Provided for Candidates</b> Period of public review and possible legal challenge of Chinese names transliterated by the Department of Elections' translation vendor.</p>	SFMEC §590(c)
9/9/2019 - 10/22/2019 E-57 - E-14	<p><b>Statement Of Write-In Candidacy And Nomination Papers</b> During this period, all write-in candidates for any office must file their Statements of Write-In Candidacy and Nomination Papers with the Department of Elections.</p>	CAEC §8601
*The legal deadline falls on a Saturday, Sunday or holiday; the deadline will move forward to the next working day.		CA Gov. Code §6707

## IV. Office Information and Candidate Eligibility

CAEC §201; SFC §§2.101, 3.101, 13.101.5, 13.106, 13.110(e)

The Mayor is the chief executive officer and official representative of the City and County of San Francisco. The Mayor, appointed or elected city-wide, is limited to serving two successive four-year terms. In the case of an appointment, the appointee serves until a successor is selected at the next scheduled election to fill the unexpired term.

The Board of Supervisors is the legislative branch of the City and County of San Francisco. It consists of 11 members, each of whom is elected by voters in the supervisorial district in which they reside. Members of the Board of Supervisors, appointed or elected, are limited to serving two successive four-year terms. In the case of an appointment, the appointee serves until a successor is selected at the next scheduled election to fill the unexpired term.

Each candidate for local elective office in San Francisco must be a resident and registered to vote in San Francisco when nomination documents are issued and, if elected, throughout the term of office. A candidate for the Board of Supervisors must reside and be registered to vote in their district for at least 30 days immediately preceding the date he or she files the Declaration of Candidacy and, if elected, must continue to reside in the district while in office. If a candidate or elected official moves, he or she must complete a new voter registration form.

## V. Initial Filing Requirements

SFC&GCC §1.122

Anyone interested in becoming a candidate must first file a Declaration of Intention to Solicit and Accept Contributions. This form is provided by the Department, and may be filed for one City elective office per election. A candidate may authorize any representative to obtain and return documents on their behalf by completing a form provided by the Department.

Candidates may be subject to other financial filing requirements before they obtain or file nomination documents. Candidates must contact the San Francisco Ethics Commission at (415) 252-3100 or [sfethics.org](http://sfethics.org) for more detailed assistance regarding public financing, fundraising, or campaign finance requirements.

## VI. Filing Fee and Signatures in Lieu of Filing Fee

### a. Filing Fee

CAEC §§8105-8106; SFMEC §§230, 810

Candidates must pay a non-refundable filing fee when filing their nomination documents. The filing fee may be submitted by cashier's check, money order, credit card, certified or campaign (company) check, or cash. Checks should be made payable to the San Francisco (SF) Department of Elections. The filing fee for Mayor is subject to change based on each fiscal year. Please refer to the chart on the following page to examine filing fees and the number of valid signatures necessary to reduce the filing fee to zero:

Office	Filing Fee	Number of Signatures in Lieu
Mayor	\$6,719 (2% of salary for FY 2018-19)	13,438
Member, Board of Supervisors	\$500	1,000

## **b. Signatures in Lieu of Filing Fee (Optional)**

CAEC §§8041, 8061, 8106; SFMEC §§230, 240, 840

Candidates may submit petitions with signatures of registered voters in lieu of paying all or part of the filing fee (“in-lieu petitions”). Each valid signature reduces the filing fee by \$0.50. To reduce the filing fee to zero, a candidate for Mayor must collect 13,438 valid signatures of registered voters in San Francisco. To reduce the filing fee to zero, a candidate for Board of Supervisors must collect 1,000 valid signatures from registered voters within the supervisorial district in which the candidate is running. Any portion of the filing fee not covered by the signatures must be paid in full when the candidate files the nomination documents.

Candidates may circulate petitions to gather signatures during the signatures-in-lieu period. All petitions must be filed by the signatures-in-lieu deadline. Within 10 days after receipt of an in-lieu petition, the Department will notify the candidate of any deficiency in the signatures. The candidate may submit additional signatures before the signatures-in-lieu deadline to correct the deficiency.

If a candidate submits more than 100 signatures, the Department uses a random sampling technique for verification. The random sampling includes an examination of 100 signatures or three percent of the total number of signatures submitted, whichever is greater. Upon verification of all signatures in the sample, the percentage of valid signatures is applied to the total number of signatures submitted.

## **i. Petition Circulator Information**

CAEC §§102, 104, 106, 2138, 2158-2159.5, 8106, 18610-18614

A candidate may circulate and sign their own in-lieu petition.

The petition contains an Affidavit of Circulator. The circulator must complete each affidavit by hand, sign the affidavit, and return the petition to the candidate or a person authorized by the candidate. The circulator may not complete a section of the affidavit and then duplicate the petition. When making a copy of a petition form, the candidate or circulator should ensure that no fields have been prefilled.

For a voter’s signature to be valid, the voter must indicate a residential address on the petition that matches the address in their registration record. As voters sometimes forget to re-register when they have moved within San Francisco, a candidate or circulator may obtain voter registration cards for signers to complete. Registration cards must be turned in to the Department within three days of receipt from a voter.

It is a misdemeanor to circulate a petition knowing it contains false, forged, or fictitious names.

## **ii. Invalid Petition Signatures**

CAEC §§100, 100.5, 102, 104, 105

The California Elections Code imposes strict rules governing the verification of petition signatures. For example, a petition signature is invalid and cannot be counted if:

- a. The signer is not a registered voter in the supervisorial district in which the candidate is running
- b. The signer does not provide a San Francisco residential address



- c. The signer provides a different residential address from the address listed in their voter registration record
- d. The signer provides a post office box, mail drop, or business address, rather than a residential address
- e. The signer's address is pre-printed
- f. The signer uses ditto marks for an address
- g. The signature does not match the signature in the voter's registration record
- h. The signature appears as a voter's mark but is not witnessed
- i. The petition circulator fails to complete or sign the affidavit portion of the petition
- j. The circulator is not 18 years of age or older

## **VII. Nomination Period and Documents**

SFMEC §§200, 205(a)

Nomination documents are used to establish whether a potential candidate has qualified to have their name appear on the ballot.

The Department furnishes all official nomination forms at our office; candidates must use only these forms. Candidates or their authorized representatives may pick up their nomination documents during the nomination period. The Department strongly encourages candidates to make an appointment with the Department or allow at least 30 minutes for the nomination documents to be issued.

All nomination documents must be returned together to the Department no later than the close of the nomination period.

### **a. Nomination Paper**

CAEC §§100, 100.5, 102, 104-106, 10220-10223, 10226-10227, 18200-18205; SFMEC §§240, 250

All candidates must submit a nomination paper with at least 20 and no more than 30 valid nomination signatures. The Department strongly recommends that candidates submit more than 20 signatures and submit their nomination paper prior to the deadline date. Any candidate with fewer than 20 valid nomination signatures at the nomination deadline will not be eligible for the ballot. For information about petition circulators and signatures, see Section VI. b. i-ii., above.

Any registered San Francisco voter may sign a nomination paper for any candidate for whom the voter is eligible to vote. No signer may sign more than one nomination paper for the same office, or, if there are several seats to be filled for the same office, more nomination papers than there are seats to be filled. If a voter signs more than one nomination paper, the signature shall be counted only on the first nomination paper filed with the Department.

Candidates may verify their nomination signatures prior to filing their nomination documents; public terminals are available for this purpose in the Department reception area. Nomination signatures are validated in the same way as signatures in lieu of the filing fee.

A nominator may withdraw their nomination of a candidate by (1) notifying the candidate at least 72 hours before the close of the nomination period and (2) filing a signed and sworn statement of withdrawal with the Department before the close of the nomination period, stating that the nominator provided the candidate with the required 72-hour notice.

**i. Use of In-Lieu Petition Signatures as Nomination Signatures, Affidavit of Acceptance**

CAEC §§8061, 10223; SFMEC §230

Each candidate who submits an in-lieu petition may request, in writing, that the Department count in-lieu signatures toward the number of signatures required for nomination. If the in-lieu petition contains at least 20 valid signatures, the candidate is not required to file a separate nomination paper. If the in-lieu petition contains fewer than 20 valid signatures, the candidate must circulate and file a nomination paper during the nomination period. Candidates may use in-lieu petition forms for nomination purposes only as described here.

Any candidate who does not file a nomination paper must submit a separate Affidavit of the Nominee. This affidavit, which is included in the nomination paper, states that the nominee will accept the office in the event of election.

Note: Whether or not signatures in lieu of the filing fee will be applied toward the nomination signature requirement, they must be filed by the signatures-in-lieu deadline.

**b. Declaration of Candidacy**

CAEC §§13, 200, 13107-13107.5, 18202-18204; SFMEC §§210, 225

Each candidate must file a Declaration of Candidacy stating that the candidate meets the legal qualifications for the office sought. The Declaration of Candidacy form consists of several sections:

- Declaration of filing under legal name
- Name as it should appear on the ballot
- Ballot designation (optional; see Section VII. c., below)
- Name in Chinese (if a candidate does not request a particular Chinese name, a transliteration will be provided)
- Sworn statement of eligibility
- Oath of office

If a candidate personally obtains and files the nomination documents, the Declaration of Candidacy must be executed in the presence of Department staff. If a candidate authorizes another person to obtain and file the nomination documents, the candidate must execute the declaration, including the oath of office, in the presence of a notary public.

**i. Legal Name, Name As It Should Appear on the Ballot**

CAEC §§13104, 13106; SFMEC §210

A candidate must use their legal name on the Declaration of Candidacy; there is also a space to indicate how the candidate's name should be printed on the ballot. Legal names are those given at birth or established by marriage, general usage, habit, or by decree of any court of competent jurisdiction. A candidate's legal name or name to

appear on the ballot may include a nickname, or combination of initials, full names, or individual letters or numerals.

No title or degree may appear on the same line as a candidate's name on a ballot.

With regard to how a candidate's name should appear on the ballot, if there is a discrepancy between the Affidavit of the Nominee and the Declaration of Candidacy, the Department will use the information provided on the Declaration of Candidacy.

## ii. **Name in Chinese Characters / Transliteration**

SFMEC §401

Each candidate's name will appear on the ballot in Chinese characters, as well as in English. Candidates may, but are not required to, submit a proposed translated or transliterated Chinese name. Please note that the Department uses traditional Chinese characters, rather than simplified. If a candidate does not submit a proposed Chinese name, the Department's translator will prepare a transliteration of the candidate's name.

The Director of Elections determines whether to accept a candidate's proposed Chinese name based on:

- a. Any information submitted by the candidate regarding established use of the proposed name
- b. Information regarding how the Chinese community refers to the candidate at community meetings or in the media
- c. Whether or not a proposed translation or transliteration has another meaning in the Chinese language
- d. Any other information the Director deems relevant in order to prevent voter confusion

The Director of Elections' determination whether to accept a candidate's proposed Chinese name shall be final. The submitted or transliterated Chinese names of all candidates for local office are available for public review and possible legal challenge for ten calendar days.

## c. **Ballot Designation, Ballot Designation Worksheet**

CAEC §§13107-13107.5; SFMEC §225

A candidate may request that their occupation appear below their name on the ballot; this is the candidate's ballot designation.

The nomination packet provided to all candidates includes a copy of the most recent ballot designation regulations issued by the Secretary of State; these regulations may also be found at the Secretary of State's website, [sos.ca.gov/elections/upcoming-elections](http://sos.ca.gov/elections/upcoming-elections).

The Ballot Designation Worksheet is a required document that is designed to help support a candidate's proposed ballot designation or an alternate. Candidates should attach copies of any supporting documentation. The Ballot Designation Worksheet is available at the Department and at [sos.ca.gov/elections/upcoming-elections](http://sos.ca.gov/elections/upcoming-elections).

If a candidate does not want a designation to appear on the ballot under their name, the candidate must write the word “none” on the ballot designation section of the Declaration of Candidacy and sign the form. The word “none” will not appear on the ballot.

No candidate may change their designation after the deadline for filing nomination documents except because of a challenge or a writ of court.

With regard to a candidate’s ballot designation, if there is a discrepancy among the Affidavit of the Nominee, Declaration of Candidacy, and Ballot Designation Worksheet, the Department will use the information provided on the Declaration of Candidacy.

**i. Acceptable Designations**

CAEC §13107(a)

Each candidate may choose one of the following types of designation (or no designation):

- a. **Elective Office Title:** The office title is the word or words designating the office (federal, state, county, city, district, or judicial) that the candidate holds at the time of filing nomination documents and to which the candidate was elected by a vote of the people (or was appointed, in the case of a superior court judge). If the candidate is seeking election to a nonpartisan office, this title may not include political party affiliation. Examples: “City Attorney,” “Member, Board of Supervisors,” “Sheriff”
- b. **Incumbent:** The word “incumbent” may be used if the candidate is running for the same office that the candidate holds at the time of filing nomination documents and to which the candidate was elected by a vote of the people (or was appointed, in the case of a superior court judge).
- c. **Appointed Incumbent or Appointed and Office Title:** If the candidate was appointed to an office and is filing as a candidate for election to the same office, the words “appointed incumbent” or the word “appointed” and the title of the office may be used. The appointed officeholder may not use the unmodified word “incumbent”
- d. **No More than Three Words Designating the Candidate’s Principal Professions, Vocations, or Occupations:** The candidate may use up to three words to describe the principal profession, vocation, or occupation that he or she currently holds or held during the preceding year. California geographical names such as “City and County of San Francisco” are considered one word. Hyphenated words that appear in a Standard English dictionary are also considered one word. Each part of all other hyphenated words are counted as a separate word.

If a candidate has more than one principal profession, vocation, or occupation, the candidate may use slashes or commas to separate them. Dashes may be used only if required in the spelling. Example: “Attorney/Accountant” or “Teacher, Mother”

<b>Basic Test of Acceptable Ballot Designation:</b>	<b>Answer:</b>
Is it true?	Yes
Is it factually accurate?	Yes
Does it mislead?	No
Is it generic?	Yes
Is it neutral?	Yes
Is it how the candidate makes a living?	Yes

### **Examples of Acceptable Ballot Designations:**

Teacher

Plumber

Homemaker

Retail Salesperson

Computer Programmer

Community Volunteer (as long as volunteer activities are the candidate's principal occupation)

### **ii. Unacceptable Designations**

CAEC §13107(b)-(d); CCR §20716

Candidates may not use a designation that:

- a. Would mislead the voter
- b. Would suggest an evaluation of the candidate, such as "outstanding," "leading," "expert," "virtuous," or "eminent"
- c. Abbreviates the word "retired." A candidate may use "retired" in non-abbreviated form before the word it modifies as long as state law requirements for use of "retired" are met
- d. Uses a word or prefix, such as "former" or "ex-," which means a prior status; the only exception is the use of the word "retired"
- e. Uses the name of any political party, whether or not it has qualified for the ballot
- f. Uses a word or words referring to a racial, religious, or ethnic group
- g. Refers to any activity prohibited by law

### **Examples of Unacceptable Ballot Designations**

Concerned Citizen

Taxpayer

Philanthropist

Neighborhood Community Leader

If the Director of Elections finds that a proposed ballot designation violates any legal requirement, the Department will contact the candidate immediately. Within three business days of receiving this notification, the candidate must provide an alternative ballot designation. If the candidate fails to provide an alternative designation or affirm that a previously listed alternate is acceptable, the candidate's name will appear on the ballot without any designation.

### **d. Candidate Qualification Statement (Optional)**

CAEC §§13307, 13311, 13312, 18351; SFMEC §220

Candidates may, but are not required to, submit a statement of their qualifications for publication in the Voter Information Pamphlet. The Candidate Qualification 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 and qualifications. The

statement must be filed with the nomination documents by 5 p.m. on the last day of the nomination period. A candidate may withdraw, but not change, the Candidate Qualification Statement by filing a signed and sworn statement of withdrawal with the Department no later than 5 p.m. on the 126th day before the election.

The Department translates candidate qualification statements into Chinese, Spanish, and Filipino for the translated versions of the Voter Information Pamphlet.

Any candidate who knowingly makes a false statement of material fact in their candidate statement with the intent to mislead the voters in connection with their campaign for nomination or election may be punished by a fine of up to \$1,000.

**i. Nominators and Letters of Endorsement or Support**

SFMEC §§220(c), 250

If a candidate wishes to include in their Candidate Qualification Statement the names of nominators or supporters, the names and any identification will be counted toward the 200-word limit. If the candidate includes names of people who have not signed the candidate's nomination paper, the candidate must file a signed letter of endorsement or support from each individual whose name is included. The endorsement letter should include the name of the candidate, the elective office, the date of the election, and the supporter's signature.

A Candidate Qualification Statement that indicates that an organization or entity supports the candidate must be accompanied by a statement of confirmation signed by an officer or authorized representative of the organization or entity.

Supporters who are not nominators but who authorized use of their name in a Candidate Qualification Statement may withdraw this authorization by filing with the Department a signed and sworn statement of withdrawal at any time up until 5 p.m. on the last day of the nomination period. No endorser or supporter may withdraw authorization after this deadline.

**ii. Format**

CAEC §§13307

Candidate Qualification Statements should follow these guidelines:

- a. The candidate's name at the top of the statement should match the name to be used on the ballot
- b. Type the statement exactly as it should appear, with clear spacing between paragraphs
- c. Do not include underlining, bold, or italicized type, all capital letters (except for acronyms), or unusual spacing; by law, the Department must print all statements in type of uniform size and darkness and with uniform spacing
- d. The Department strongly recommends that candidates not submit handwritten or hand-annotated statements. If the handwriting is illegible or any intended changes are unclear, the Department may need to interpret. In such cases, a statement may not be printed as the candidate intended
- e. Proofread the statement prior to submitting it. Statements are printed exactly as they are submitted. No corrections are permitted after submission, and the Department cannot correct spelling or grammatical error

### iii. Restrictions

CAEC §§13307, 13308

For nonpartisan offices, candidate statements must not include a candidate's party affiliation nor membership or activity in partisan political organizations. Statements also must not refer in any manner to other candidates for that office.

If a candidate refers to any subject other than their qualifications, the candidate could be subject to legal action (See John F. Dean v Superior Court of Orange County, Court of Appeals, Fourth District, Division 3, California, No. G023111).

### iv. Word Limit and Rules for Counting Words

CAEC §9; SFMEC §220(a)

The Candidate Qualification Statement may not exceed 200 words. The Department uses the following guidelines for counting words. The decision of the Director of Elections concerning word count is final.

Examples	Number of Words
Title of document, signature	n/a
Punctuation	n/a
Abbreviations or acronyms (SFSU, PTA, SFPD, U.S.M.C.)	1
Proper nouns, including geographical names (San Francisco, San Franciscans, California, Haight Ashbury)	1
Dates, whether numbers or a combination of words and numbers (6/7/2016, June 7, 2016)	1
Numbers consisting of one or more digits (1,000), percentages (12%), fractions (1/2)	1
Numbers that are spelled out (one hundred)	Varies; count each word
Characters used in place of a word or number (&, #)	1
Phone numbers or internet addresses	1

### e. Statement of Economic Interests (FPPC Form 700)

CA Gov. Code §87201

Each candidate must file a Statement of Economic Interests (Form 700) with the Department, disclosing investments, interests in real property, and any income received during the immediately preceding 12 months. Forms are available from our office or at [fppc.ca.gov](http://fppc.ca.gov). Candidates with questions regarding this form should contact the Fair Political Practices Commission toll free at (866) ASK-FPPC.

## VIII. Public Examinations and Challenges

CAEC §§13313, 13314; SFMEC §590(a)

All nomination documents are available for public review during the 10-calendar-day period starting at noon the day after the nomination period ends. During this period, any voter of the jurisdiction in which the election is being held, or the Department, may challenge a candidate's legal name, qualification statement, ballot designation, or a translated or transliterated Chinese name requested by a candidate. Chinese transliterations of candidates' names that are provided by the Department's translator are also available for a 10-day examination period, which starts at noon on the 77th day before the election.

Any challenges must be submitted to the Department in writing during the 10-day public examination period. The challenge must demonstrate that the material is inconsistent with election law requirements and that action by the court to correct or remove the material will not substantially interfere with the conduct of the election.

Following the close of the public examination period for each category of material, the Department may proceed with publication of that material.

## **IX. Withdrawal of Candidacy**

SFMEC §260

A candidate may withdraw their candidacy for Mayor or Board of Supervisors by filing a signed and sworn statement of withdrawal with the Department no later than 5 p.m. on the 126th day before the election.

## **X. Write-In Candidacy Period**

CAEC §§8600—8604

Any voter who wants to be a write-in candidate must obtain and file the following documents no later than 5 p.m. on the 14th day before the election:

- a. Nomination paper with the required number of nomination signatures
- b. Statement of Write-In Candidacy, including the oath of office
- c. Statement of Economic Interests (FPPC Form 700)
- d. Code of Fair Campaign Practices (optional)

Write-in candidates' names do not appear on the ballot. Filing fees, ballot designations, and candidate qualification statements are not applicable to write-in candidates. Campaign finance laws apply to all candidates, including write-in candidates.

## **XI. Ranked-Choice Voting**

SFC §13.102

The Mayor and Members of the Board of Supervisors are elected using ranked-choice voting. Ranked-choice voting allows voters to rank up to three candidates in order of preference for a single office. This makes it possible to elect local officials by majority vote without the need for a separate runoff election. Voters passed ranked-choice voting as an amendment to the San Francisco City Charter in March 2002.

For more information about ranked-choice voting, visit [sselections.org](http://sselections.org).



## **XII. Election Day Through Certification of Results**

### **a. Election Day**

CAEC §§319.5, 18370

The polls are open from 7 a.m. to 8 p.m.

Electioneering, which is any visible or audible activity that advocates for or against any candidate or measure on the ballot, is prohibited within 100 feet of the room in which voters are casting ballots. Examples of prohibited materials and activities include displaying a candidate's name, likeness, or logo; buttons, hats, pencils, pens, shirts, signs, or stickers with information about candidates or issues on the ballot; or any audible broadcasting of information about candidates or measures on the ballot. Electioneering also includes soliciting petition signatures within 100 feet of a polling place. Violations can be charged as misdemeanors.

### **b. Election Results**

CAEC §15372(a)

On Election Night, the Department will release the first preliminary summary report of election results at approximately 8:45 p.m. This report will provide the results from the vote-by-mail ballots processed before Election Day.

Approximately hourly after that, the Department will release additional summary results reports that include votes cast at the polling places.

After all polling places have reported, the Department will release a final summary report.

The Department will release updated results reports at 4 p.m. on every day on which it counts ballots. On any days during which no ballots are counted, the Department will post a notice on [sfelections.org](http://sfelections.org) stating that no update will be issued.

The Department will release final election results at the end of the official canvass period, no later than 30 days after the election.

For more information about results reporting, visit [sfelections.org](http://sfelections.org)