

Fair Political Practices Commission

2023 Filing Schedule for State Slate Mailer Organizations

| <i>Deadline</i> | <i>Period</i> | <i>Form</i> | <i>Notes</i> |
|------------------------------------|-------------------|---------------------|--|
| Jan 31, 2023 <i>Semi-Annual</i> | * – 12/31/22 | 401 | • All slate mailer organizations must file this statement. |
| Jul 31, 2023 <i>Semi-Annual</i> | 1/1/23 – 6/30/23 | 401 | • All slate mailer organizations must file this statement. |
| Jan 31, 2024 <i>Semi-Annual</i> | 7/1/23 – 12/31/23 | 401 | • All slate mailer organizations must file this statement. |

Additional Notes:

- ***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.
- **Deadline Extensions:** Deadlines are extended when they fall on a Saturday, Sunday, or an official state holiday. This extension does not apply to any 24-Hour Late Payment Report ([Form 498](#)) that is due the weekend before the election. Such reports must be filed within 24 hours regardless of the day of the week.
- **Penalties:** Failure to file a statement on time may subject a Slate Mailer Organization (SMO) to a fine of \$10 per day on both the paper and e-filed version, resulting in \$20 per day for a late e-filed statement. Failure to file a statement could result in an enforcement penalty of up to \$5,000 per violation.
- **Form 401:** All state slate mailer organizations (SMO or SMOs) must file an original and one copy in paper format with the Secretary of State. Two copies must also be filed with the clerk of the county in which the slate mailer organization is domiciled. These statements must be filed on paper by personal delivery or first-class mail. E-filers also file online/electronic statements.
- **E-File:** A state SMO that has received contributions or made expenditures totaling \$25,000 or more for the purpose of producing slate mailers.
- **State Special Elections:** If a state special election is held in 2023, a filing schedule for that election will be posted on the FPPC website. Additional statements may be required.
- If a SMO receives payments to list a candidate or measure, but the payment is not from the candidate or measure committee listed on the ballot, the SMO should contact the FPPC for advice.
- **Public Documents:** All forms are public documents.
- **Resources:** Campaign manuals and other instructional materials are available on the [Campaign Rules](#) page. Or, visit www.fppc.ca.gov > Learn > Campaign Rules.

Local Elections:

- **Pre-Election Statements:** If the SMO produces a slate mailer supporting or opposing local candidates or measures being voted on in an election, pre-election statements are required if payments of \$500 or more are received for support of or opposition to the candidates or measures, or if the SMO spends \$500 or more. Use the filing schedule for that particular candidate's or measure's election to determine the deadlines for filing pre-election statements.
- **Late Payment Reports:** A SMO that receives a payment of \$2,500 or more during the 90 days before an election, or on the date of the election, for the purpose of supporting or opposing a local candidate or measure in a slate mailer, must file Form 498 within 24 hours. To determine the 90-day, 24-hour reporting period, see the filing schedule for the election of the specific candidate or measure.