### PRESIDENTIAL PRIMARY ELECTION CALENDAR MARCH 3, 2020

All section references are to the California Elections Code unless stated otherwise. Gov't references the California Government Code; Ed. references the California Education Code.

September 12, 2019 through November 6, 2019 (E-173 – 118)

#### SIGNATURES-IN-LIEU OF FILING FEE PETITIONS: Dates

between which all candidates for offices may obtain from the Registrar of Voters' office petitions for securing Signatures-in-Lieu of paying for all of, or any part of, the Filing Fee for an office.

§§ 8061, 8105, 8106

Only registered voters who are qualified to vote for the candidate may sign the petition. No voter shall sign more petitions for candidates than there are offices to be filled. § 8106(b)(3)

**Note:** Member, County Central Committee candidates and Member, Orange County Board of Education **do not** pay a Filing Fee. Therefore, these candidates do not circulate Signatures-in-Lieu of Filing Fee Petitions.

For voter-nominated offices, signers shall be registered voters in the district in which the candidate is to be voted on. Signers do not need to be affiliated with the same party as the candidate or have disclosed a preference for any party on their registration affidavits. For the March 3, 2020 Presidential Primary Election, voter-nominated offices are Representative in Congress, Member of the State Senate, and Member of the State Assembly. § 8068

For nonpartisan offices, signers shall be registered voters in the district in which the candidate is to be voted on. Signers do not need to be affiliated with the same party as the candidate or have disclosed a preference for any party on their registration affidavits. For the March 3, 2020 Presidential Primary Election, nonpartisan offices are Member of the County Board of Supervisors and Judge of the Superior Court.

The Registrar of Voters' office will issue petitions for obtaining the minimum number of Signatures-in-Lieu of paying the Filing Fee. If the candidate requires an additional quantity of petitions, the candidate may duplicate a blank petition to obtain the desired quantity. § 8106

Signatures on Signatures-in-Lieu of Filing Fee Petitions may be applied to and combined with the valid number of signatures on Nomination Papers to satisfy the signature requirement for the office.

§ 8061

The last day to file Signatures in-Lieu of Filing Fee Petitions for all candidates for offices who must pay a Filing Fee is **November 6, 2019, 5:00 p.m.** §§ 8105(b), 8106

September 12, 2019 through March 17, 2020 (E-173 – +14) **CANDIDATE INTENTION STATEMENT:** Prior to the solicitation or receipt of any contribution or loan for a specific office, the individual must file a statement, signed under penalty of perjury, of his or her intention to be a candidate for the specific office. Candidates are not required to file a Candidate Intention Statement (Form 501) for the same office in the connected General Election after filing a Form 501 for the Primary Election.

Gov't §§ 85200, 85400, 85401, 85600, 85601

September 27, 2019 through December 6, 2019 (E-158 – 88)

# DECLARATION OF CANDIDACY AND NOMINATION PAPERS - CANDIDATES FILING FOR PARTY COUNTY CENTRAL/ COUNTY COUNCIL COMMITTEE MEMBER

ONLY<sup>2</sup>: Nomination papers and Declaration of Candidacy forms for all offices may be obtained from and must be delivered for filing to the Registrar of Voters' office from September 27, 2019 through December 6, 2019, 5:00 p.m. No person shall be considered a legally qualified candidate for any office unless that person has filed a Declaration of Candidacy.

§§ 333, 8020(b), 8040, 8041, 8062-8068, 8100

For party-nominated offices, the Registrar of Voters' staff will verify on the candidate's Declaration of Candidacy his/her party preference as disclosed upon his/her most recent registration affidavit. His/her name and Ballot Designation, if applicable, will be listed on that party's ballot.

§§ 8068, 8081

Signers of nomination papers for party-nominated offices shall be registered voters who disclosed a preference on their registration affidavits for the party in which the nomination is proposed. Signers shall be registered voters in the district in which the candidate is to be voted on. § 8068

October 7, 2019 (E-148) GOVERNOR'S PROCLAMATION – ISSUANCE: By this date, the Governor shall issue a proclamation calling the Presidential Primary Election and shall state the time of the election and the offices to be filled and transmit a copy of the proclamation to the Board of Supervisors of each county. The Secretary of State will send an informational copy of the proclamation to each county elected official. § 12000

October 28, 2019 through November 6, 2019 (E-127 – 118) **DECLARATION OF INTENTION (JUDICIAL OFFICES OF THE SUPERIOR COURT ONLY):** Dates between which candidates for judicial offices of the Superior Court must file a Declaration of Intention to become a candidate for office. § 8023

**EXCEPTION:** If an incumbent fails to file a Declaration of Intention by **November 6, 2019, 5:00 p.m.**, persons other than the incumbent have until **November 12, 2019, 5:00 p.m.** to file a Declaration of Intention. §§ 8022, 8023(b)

The Filing Fee, or Signatures-in-Lieu of Filing Fee Petition, all or part, must be submitted at the time the Declaration of Intention is filed.

The Filing Fee is non-refundable. This applies to all candidates who are required to file a Declaration of Intention.

§ 8105(b)

November 4, 2019 through December 4, 2019 (E-120 – 90) **NOTICE OF ELECTION:** The Registrar of Voters must publish once in a newspaper of general circulation the Notice of Election. The notice shall contain the date of the election; the offices for which candidates may file; the qualifications for each office; and when and where nomination papers may be obtained. § 12112(a)

November 4, 2019 through December 13, 2019 (E-120 – 81)

### PRESIDENTIAL NOMINATION PAPERS - REPUBLICAN, AMERICAN INDEPENDENT, GREEN, LIBERTARIAN,

AND PEACE AND FREEDOM PARTIES: Period in which circulators may obtain signatures to the Nomination Papers and file them for examination with the county elections official for unselected presidential preference candidates for American Independent, Green, Libertarian, Peace and Freedom, and Republican parties; and groups of delegates for selected and unselected candidates and uncommitted delegations for American Independent, Libertarian, and Peace and Freedom parties.

§§ 6343, 6360-6365, 6382, 6568, 6580, 6587, 6591, 6769-6791, 6854.5

The county elections official has five days from receipt to verify and certify Nomination Papers and to forward them to the Secretary of State, who shall file them. §§ 6404, 6597, 6796, 6859

November 4, 2019 through December 13, 2019 (E-120 – 81)

#### PRESIDENTIAL NOMINATION PAPERS - DEMOCRATIC

**PARTY:** Period in which the steering committee of each unselected presidential candidate or uncommitted delegation may obtain signatures to Nomination Papers. Papers shall be left for examination with the county elections official of the county in which they are circulated. §§ 6061, 6082, 6101, 6108, 6122

The county elections official has five days from the receipt to verify and certify Nomination Papers and to forward them to the Secretary of State, who shall file them. § 6144

November 6, 2019 (E-118)

#### LAST DAY TO FILE SIGNATURES-IN-LIEU OF FILING

**FEE PETITIONS:** The last day for filing Signatures-in-Lieu of Filing Fee Petitions for all candidates, is **November 6, 2019,** 5:00 p.m. §§ 8061, 8105, 8106

November 7, 2019 through November 12, 2019 (E-117 – 113)

November 12, 2019 through December 6, 2019 (E-113 – 88)

### EXTENDED FILING PERIOD FOR DECLARATION OF INTENTION (JUDICIAL OFFICES OF THE SUPERIOR

**COURT ONLY):** Extension of period for persons other than the incumbent where the incumbent fails to file a Declaration of Intention by **November 6, 2019 5:00 p.m.** § 8023(b)

# <u>PAPERS - (ALL OFFICES, EXCEPT COUNTY CENTRAL/</u> COUNTY COUNCIL COMMITTEES): Nomination Papers and

Declaration of Candidacy forms for all offices, except Party County Central/ County Council Committees, may be obtained from and must be delivered for filing to the Registrar of Voters' office from

**November 12, 2019** through **December 6, 2019, 5:00 p.m.** No person shall be considered a legally qualified candidate for any office unless that person has filed a Declaration of Candidacy or Statement of Write-in Candidacy with the elections official.

§§ 333, 8020, 8040, 8041, 8061-8064, 8100, 8105, 8106, 13107.3

**IMPORTANT:** The Declaration of Candidacy and Nomination period for a Member of a Party County/ County Council Central Committee<sup>2</sup> is **September 27**, **2019 through December 6**, **2019**, **5:00 p.m**.

EXCEPTION: If an incumbent, (see below regarding Judges of the Superior Court), fails to file Nomination Papers and a Declaration of Candidacy by December 6, 2019, the filing period is extended to December 11, 2019, 5:00 p.m. for all qualified persons other than the incumbent. However, if the incumbent's failure to file nomination documents is because he/she has already served the maximum number of terms permitted by the California Constitution for that office, there shall be no extension of the period for filing the nomination documents.

If an incumbent Judge of the Superior Court files a Declaration of Intention, but fails to qualify for the nomination by **December 6, 2019**, **5:00 p.m.** there is a 5-day extension allowed for all qualified persons other than the incumbent to file for such office, notwithstanding that he/she has not filed a written and signed Declaration of Intention to become a candidate for the office. § 8204

For party-nominated offices (President and Member of the Party County/ County Council Central Committee), signers shall be registered voters who disclosed a preference on their registration affidavits for the party in which the nomination is proposed. Signers shall be registered voters in the district in which the candidate is to be voted on.

For party-nominated offices (President and Member of the Party County/ County Council Central Committee), Registrar of Voters' staff will verify on the candidate's Declaration of Candidacy his/her party preference as disclosed upon his/her most recent registration affidavit. His/her name and Ballot Designation, if applicable, will be listed on that party's ballot.

For voter-nominated offices, signers shall be registered voters in the district in which the candidate is to be voted on.

Signers do not need to be affiliated with the same party as the candidate or have disclosed a preference for any party on their registration affidavits. For the March 3, 2020 Presidential Primary Election, voter-nominated offices are Representative in Congress, Member of the State Senate, and Member of the State Assembly.

§§ 8002.5(c), 8068

For nonpartisan offices, signers shall be registered voters in the district in which the candidate is to be voted on. Signers do not need to be affiliated with the same party as the candidate or have disclosed a preference for any party on their registration affidavits. For the March 3, 2020 Presidential Primary Election, nonpartisan offices are County Member of the Board of Supervisors, Judge of the Superior Court, and Member of the County Board of Education.

For voter-nominated offices, a candidate shall indicate his or her party preference, or lack of party preference, as disclosed upon the candidate's most recent registration affidavit, upon his or her Declaration of Candidacy. A candidate's party preference, or lack of party preference, shall appear on the Primary and General Elections' ballots in conjunction with his/her name. The candidate's designated party preference on the ballot shall not be changed between the Primary and General Elections. §§ 8002.5, 13105

A candidate designating a party preference for a voter-nominated office shall not be deemed to be the official nominee of the party designated as preferred by the candidate. The party preference is shown for the information of the voters only. § 8002.5

November 12, 2019 through December 6, 2019 (E-113 – 88) CANDIDATE PARTY PREFERENCE HISTORY: Under the Top Two Candidates Open Primary Act (Proposition 14) which was approved by California voters in June of 2010, the Secretary of State is required to provide the political party preference history for the preceding 10 years for voter-nominated office candidates. A candidate for voter-nominated office is responsible for providing his/her party preference history on the Declaration of Candidacy filed by December 6, 2019. § 8121(b)

November 12, 2019 through December 6, 2019 (E-113 – 88) FILING FEES: Filing Fees must be paid at the time the Nomination Papers are obtained from the Registrar of Voters. This fee is nonrefundable. (Candidates for judicial offices of the Superior Court pay the Filing Fee at the time of filing the Declaration of Intention to become a candidate.) Signatures appearing on a filed Petition-in-Lieu of Filing Fee can be counted toward the number of signatures required for the candidate's Nomination Papers. If the candidate's Signatures-in-Lieu of Filing Fee Petition contains the requisite number of valid signatures required for his/her Nomination Papers, the Registrar of Voters shall not require the candidate to circulate Nomination Papers.

§§ 8061, 8105, 8106

Candidates for Member, County Central/County Council Committee and Member, Orange County Board of Education do not pay a Filing Fee.

Candidates who submit Signatures-in-Lieu of Filing Fee Petitions that do not contain the requisite number of signatures for the Nomination Papers are still entitled to file Nomination Papers during the nomination period provided the Filing Fee has been paid.

§§ 8061, 8106

November 12, 2019 through December 6, 2019 (E-113 – 88) **STATEMENT OF ECONOMIC INTERESTS:** Every candidate for an office specified in Government Code section 87200, other than a Justice of an Appellate or the Supreme Court, shall file no later than the final filing date for a Declaration of Candidacy, a statement, Form 700, disclosing his/her investments and his/her interests in real property and any income received during the immediately preceding 12 months. Such statement is not required if the candidate has filed, within 60 days prior to the filing of his/her Declaration of Candidacy, a statement for the same jurisdiction.

Gov't §§ 87200-87203, 87500

November 12, 2019 through December 6, 2019 (E-113 – 88)

#### **CANDIDATES' STATEMENTS OF QUALIFICATIONS FOR**

**NONPARTISAN OFFICES:** Each candidate for a nonpartisan office may prepare a statement on a form provided by the Registrar of Voters' office. The statement may contain no more than 200 words, unless the governing body of the local agency has authorized the statement to contain 400 words. The statement must be filed at the same time the Declaration of Candidacy is filed.

The statement may be withdrawn, but not changed, during the nomination period and until 5:00 p.m. of the next working day after the close of the nomination period. If the nomination period is extended because an incumbent eligible for reelection failed to file a Declaration of Candidacy, a candidate filing during the extended filing period may file a Candidate's Statement. Candidates for that contest who filed statements during the regular filing period and

those who filed statements during the extended timeframe may withdraw their statements. The next working day after the close of the extended filing period for the office is the last day that a Candidate's Statement for the extended contest may be withdrawn.

A Candidate's Statement may not be changed.

§ 13307

November 12, 2019 through December 6, 2019 (E-113 – 88)

#### **CANDIDATES' STATEMENTS OF QUALIFICATIONS FOR**

**CONGRESSIONAL OFFICES:** All candidates for Congressional offices may prepare a Candidate's Statement, not to exceed 250 words. The statement must be filed no later than 5:00 p.m. on the 88<sup>th</sup> day prior to the election, or in the event the nomination period has been extended, until 5:00 p.m. on the 83<sup>rd</sup> day prior to the election, whichever is applicable. All statements may be submitted on the form provided by the county elections official of each county in which the candidate wishes to have his/her statement printed. Costs of providing statements to voters shall be paid by the candidates.

Congressional candidates do not need to voluntarily agree to expenditure limits to prepare a Candidate's Statement. § 13307.5

November 12, 2019 through December 6, 2019 (E-113 – 88)

#### **CANDIDATES' STATEMENTS OF QUALIFICATIONS FOR**

by the voters in November of 2000, all candidates for State elective offices as specified in Government Code section 82053 who have voluntarily agreed to expenditure limits may prepare a 250-word Candidate's Statement. They must agree to the expenditure limits no later than December 6, 2019, 5:00 p.m.

Gov't § 85601(c)

The statement must be filed no later than 5:00 p.m. on the 88<sup>th</sup> day prior to the election, or in the event the nomination period has been extended, until 5:00 p.m. on the 83<sup>rd</sup> day prior to the election, whichever is applicable. All statements may be submitted on the form provided by the county election official of each county in which the candidate wishes to have his/her statement printed. Costs of providing statements to voters shall be paid by the candidates.

Gov't § 85601(c)

November 12, 2019 through December 6, 2019 (E-113 – 88)

### CANDIDATES' STATEMENTS OF QUALIFICATIONS MAY MAKE NO REFERENCE TO ANOTHER CANDIDATE:

In addition to the restrictions set forth in Section 13307, a
Candidate's Statement for any office submitted pursuant to Section
13307 shall be limited to a recitation of the candidate's own personal
background and qualifications and **shall not in any way make**reference to other candidates for that office or to another
candidate's qualifications, character, or activities. The elections
official shall not cause to be printed or circulated any statement that
the elections official determines is not so limited or that includes any
reference prohibited by this section.
§ 13308

#### November 12, 2019 through December 6, 2019 (E-113 – 88)

#### **ESTIMATED COST OF A CANDIDATE'S STATEMENT:**

The Registrar of Voters will estimate the total cost of printing and handling of the Candidates' Statements and will require each candidate filing a statement to pay in advance his/her estimated pro rata share as a condition of having his/her statement included in the voter's guide. This amount must be paid when the Candidate's Statement is filed. If there is an underpayment, the candidate shall pay the balance of the cost incurred.

Overpayments will be refunded within 30 days of the election. If a candidate's contest does not go on the ballot, the payment will be refunded. § 13307

#### November 12, 2019 through December 6, 2019 (E-113 – 88)

#### **CONFIDENTIALITY OF CANDIDATES' STATEMENTS:**

The Candidate's Statement is confidential until after the expiration of the filing period, **December 6, 2019, 5:00 p.m.**, or in the event that a contest's filing period is extended, **December 11, 2019, 5:00 p.m.** Copies of all Candidates' Statements will be available for public inspection at the Registrar of Voters' office and on its website for 10 days prior to being submitted for printing. §§ 13311, 13313

#### December 4, 2019 through March 3, 2020 (E-90 – 0)

#### **CAMPAIGN CONTRIBUTION REPORTING PERIOD:**

Contributions received of \$1,000 or more per source must be reported within 24 hours during this period. Deadlines are extended are extended to the next business day when they fall on a weekend or holiday, except for the weekend before an election.

Gov't § 82036, 84203, 85204, 85309

#### December 6, 2019 (E-88)

### LAST DAY TO REQUEST CONSOLIDATION OF ELECTION WITH THE PRESIDENTIAL PRIMARY

ELECTION: Resolution requesting consolidation with the Presidential Primary Election must be filed no later than this date.

This includes resolutions to place local measures on the Presidential Primary Election ballot. § 10403

### December 6, 2019 (E-88)

## DEADLINE TO FILE NOMINATION PAPERS, DECLARATIONS OF CANDIDACY, BALLOT DESIGNATION WORKSHEETS, AND CANDIDATES'

**STATEMENTS:** Last day to circulate and to file Nomination Papers, Declarations of Candidacy, Ballot Designation Worksheets, and Candidates' Statements with the Registrar of Voters' office. §§ 333, 8020, 8040, 8041, 8061-8064, 8100, 8105, 8106, 13107.5, 13307

IMPORTANT - CANDIDATE'S WITHDRAWAL: No candidate who has filed a Declaration of Candidacy may withdraw as a candidate.
§ 8800

#### December 6, 2019 (E-88)

# CANDIDATE INTENTION STATEMENT – DEADLINE IF PURCHASING SPACE FOR CANDIDATE'S STATEMENT IN THE COUNTY VOTER INFORMATION GUIDE: Last day

for the Candidate Intention Statement (Form 501) to be filed in order for State Senate and State Assembly candidates accepting the voluntary expenditure limits to qualify to purchase space for a 250-word Candidate's Statement in the voter information portion of the County Voter Information Guide.

Gov't §§ 85200, 85400, 85401, 85600, 85601

### December 6, 2019 (E-88)

#### **STATEMENT OF ECONOMIC INTERESTS:** Last day

for specified candidates in an election to file a Statement of Economic Interests (Form 700) disclosing their investments, interests in real property, and any income received during the immediately preceding 12 months.

Gov't §§ 87200-87203, 87500

# December 7, 2019<sup>1</sup> through December 11, 2019 (E-87 – 83)

### EXTENSION OF NOMINATION PERIOD IF INCUMBENT FAILS TO FILE - VOTER-NOMINATED, NON-

**PRESIDENTIAL CANDIDATES:** If an incumbent for voternominated offices – Representative in Congress, Member of the State Senate, and Member of the State Assembly – who is eligible for re-election fails to file his/her nomination documents by **December 6, 2019**, **5:00 p.m.,** there is a 5-day extension allowed for any qualified person other than the incumbent to file for such office.

However, no 5-day extension occurs if the incumbent's failure to file is because he/she has already served the maximum number of terms permitted by the California Constitution for that office.

§§ 8022, 8100, 8105

Notwithstanding Section 8020 or any other provision of the law, if nomination documents for an incumbent officer of a county are not delivered by **5:00 p.m. on the 88<sup>th</sup> day** before the Presidential Primary Election, any person other than the person who was the incumbent on the 88<sup>th</sup> day shall have until **5:00 p.m. on the 83<sup>rd</sup> day** before the election to file the documents for the elective office.

§ 8024

If an incumbent Judge of the Superior Court files a Declaration of Intention, but fails to qualify for the nomination by **December 6, 2019**, there is a 5-day extension allowed for all qualified persons other than the incumbent to file for such office, notwithstanding that he/she has not filed a written and signed Declaration of Intention to become a candidate for the office.

**NOTE:** There is no extension of the filing period for any office where there is no incumbent eligible to be elected. §§ 8204, 10516, 10604

Whenever an election is consolidated with a regularly scheduled election and nomination documents are not filed by the close of

business on the 88th day before the election, any person other than the person who was the incumbent on the 88th day, shall have until the close of business on the 83rd before the election to file nomination documents. This section is not applicable where there is no incumbent eligible to be elected. § 10407

December 7, 2019<sup>1</sup> through December 16, 2019 (E-87 – 78)

### PETITION INDICATING A WRITE-IN CAMPAIGN WILL BE CONDUCTED FOR A JUDICIAL OFFICE OF THE

SUPERIOR COURT: In any county in which only the incumbent has filed Nomination Papers for the office of Superior Court Judge, his/her name will not appear on the ballot unless there is filed with the Registrar of Voters' office, within 10 days (December 7, 2019¹ through December 16, 2019, 5:00 p.m.) after the final date for filing Nomination Papers for the office, a petition indicating that a write-in campaign will be conducted for the office and signed by at least 0.1 percent registered voters qualified to vote with respect to the office, provided that the petition shall contain at least 100 signatures but need not contain more than 600 signatures.

NOTE: If a non-incumbent candidate for the office of Superior Court Judge is the only candidate who filed Nomination Papers, his or her name will appear on the ballot. § 8203

December 7, 2019<sup>1</sup> through December 20, 2019 (E-87 – 74) NOMINATION PERIOD EXTENSION WHEN A VOTER-NOMINATED OFFICE CANDIDATE DIES: If a candidate has filed Nomination Papers for a voter-nominated office at the Presidential Primary Election, and that candidate dies after December 6, 2019 (E-88) and on or before December 11, 2019 (E-83), any qualified person may circulate and deliver nomination documents for the office to the Registrar of Voters' office not later than 5:00 p.m. on December 20, 2019 (E-74). § 8025

December 7, 2019<sup>1</sup> through December 26, 2019 (E-87 – 68)

#### <u>DEATH OF INCUMBENT CANDIDATE – NONPARTISAN,</u> <u>NON-JUDICIAL OFFICE; NOMINATION PERIOD</u>

**REOPENS:** The period for filing Nomination Papers for a nonpartisan office shall be reopened in an election where the incumbent who is a candidate for a nonpartisan office where only one other candidate has filed, excluding any write-in candidates, has qualified and either the challenger or incumbent dies after December 6, 2019 (E-88), but before December 26, 2019 (E-68). Any qualified person may deliver nomination documents for the office to the Registrar of Voters no later than December 26, 2019 (E-68).

December 7, 2019<sup>1</sup> through December 16, 2019 (E-87 – 78) PUBLIC REVIEW FOR CANDIDATES' STATEMENTS
OF QUALIFICATIONS AND BALLOT DESIGNATIONS:

During this period, Candidates' Statements of Qualifications and Ballot Designations will be available for public examination. These

Candidates' Statements and Ballot Designations will be available at the Registrar of Voters' office on Monday through Friday, from 8:00 a.m. to 5:00 p.m. and will be posted on the Registrar of Voters' website. During this timeframe, any person may file a writ of mandate or an injunction, in court, to require any or all the material in a Candidate's Statement to be amended or deleted. For candidate names, a writ may also be filed.

§§ 13313, 13314

**Note:** If the nomination period is extended for a particular office, the examination period for that office shall be adjusted to **December 12, 2019 through December 20, 2019**<sup>3</sup>.

### December 13, 2019 (E-81)

### PRESIDENTIAL NOMINATION PAPERS – UNSELECTED CANDIDATES – REPUBLICAN AND GREEN PARTIES: Last

day for unselected candidates to leave nomination papers for examination with the county elections official of the county in which they are circulated. There are no provisions for an uncommitted delegation. For the Green Party, upon receipt of a sufficient number of signatures for the nomination of a candidate for the presidential preference primary ballot, the Secretary of State shall notify the candidate or his or her duly authorized representative of that fact.

§§ 6343, 6360-6365, 6382, 6853.5, 6854-6857, 6860

#### December 13, 2019 (E-81)

### PRESIDENTIAL NOMINATION PAPERS – AMERICAN INDEPENDENT, LIBERTARIAN, AND PEACE AND

**FREEDOM PARTIES:** Last day to leave Nomination Papers for examination with the county elections official of the county in which they are circulated. This applies to the nomination of a candidate for the presidential preference portion of the primary ballot, to the nomination of a slate of delegates pledged to the candidacy of a particular candidate, and to the nomination of a slate of delegates not expressing a preference for a particular candidate.

§§ 6568, 6580-6587, 6591, 6769-6791

For the American Independent Party, upon receipt of a sufficient number of signatures for the nomination of a candidate for the presidential preference primary ballot or of a group of candidates for delegates, the Secretary of State shall notify the candidate or the chairperson of the committee, respectively, of that fact and that no more signatures will be received.

§ 6599

### **December 13, 2019** (E-81)

#### <u>PRESIDENTIAL NOMINATION PAPERS – UNSELECTED</u> CANDIDATES OR UNCOMMITTED DELEGATION –

**DEMOCRATIC PARTY:** Last day for the steering committee of each unselected presidential candidate or uncommitted delegation to leave Nomination Papers for examination with the county elections official of the county in which they are circulated.

§§ 6061, 6082, 6101, 6108, 6122

Upon receipt of a sufficient number of signatures for the Presidential Primary Election ballot, the Secretary of State shall notify the chairperson of the steering committee of that fact and advise him or her that no more signatures will be received. § 6103

### December 11, 2019 (E-83)

#### **ONLY ONE NOMINEE - COUNTY BOARD OF**

**EDUCATION:** If by **5:00 p.m. on December 11, 2019,** only one person has been nominated for a trustee area for County Board of Education, or no one has been nominated for the offices, and a petition signed by 10% of the voters or 50 voters, whichever is the smaller number, in the district or trustee area, if elected by trustee area, requesting that an election be held has not been presented to the Registrar of Voters, appointment will be made in lieu of election.

Ed. §§ 5326, 5328

### December 11, 2019 (E-83)

# NOMINATION PERIOD EXTENSION DEADLINE – VOTER-NOMINATED, NON-PRESIDENTIAL CANDIDATES: Last day for any person, other than an eligible incumbent who did not qualify for nomination by **December 6, 2019, 5:00 p.m.**, to file nomination documents. § 8022

### December 11, 2019 (E-83)

POLITICAL PARTY ENDORSEMENTS: Last day for a State Chair of a qualified political party to submit to the county elections official a list of all candidates for voter-nominated office who will appear on any ballot in the county in question, and who have been endorsed by the party. The county elections official shall print any such list that is timely received in the official voter guide. § 13302(b)

### December 11, 2019 (E-83)

#### **DEADLINE TO AMEND OR WITHDRAW A MEASURE:**

Last day for the county elections official to receive a resolution from a legislative body requesting to withdraw or amend a measure previously submitted for placement on the ballot. § 9605

December 12, 2019 (11:00 a.m.) (E-82) (Secretary of State and Registrar of Voters) RANDOMIZED ALPHABET DRAWING: On this day, the Secretary of State shall conduct a drawing of the letters of the alphabet, the result of which shall be known as the randomized alphabet, to determine the order in which candidates appear on the Presidential Primary Election ballot. The Registrar of Voters shall also conduct a drawing of the letters of the alphabet to determine the ballot order for candidates for State legislative offices when the district includes more than one county. §§ 13111(i), 13112(B)(1)(B)

December 12, 2019 through December 20, 2019<sup>3</sup> (E-82 – 73) PUBLIC REVIEW FOR CANDIDATES' STATEMENTS OF
QUALIFICATIONS AND BALLOT DESIGNATIONS IF
NOMINATION PERIOD HAS BEEN EXTENDED: Public
review period for Candidates' Statements of Qualifications and
Ballot Designations filed during the extended filing period. These

documents will be available at the Registrar of Voters' office on Monday through Friday, from 8:00 a.m. to 5:00 p.m., and will be posted on the Registrar of Voters' website. During this timeframe, any person may file a writ of mandate or an injunction to require any or all of the material in a Candidate's Statement to be amended or deleted.

### December 16, 2019 (E-78)

#### PETITION TO CONDUCT WRITE-IN CAMPAIGN

(JUDICIAL OFFICES): Last day to file petitions containing signatures to place a judicial office contest on the ballot when only the incumbent has filed for that office. § 8203

### December 20, 2019 (E-74)

### NOMINATION PERIOD EXTENSION – DEATH OF A VOTER-NOMINATED, NON-PRESIDENTIAL CANDIDATE:

By 5:00 p.m. on this day, any qualified person can deliver to the county elections official his or her nomination documents for any voter-nominated, non-presidential office for which a candidate had filed but who died after **December 6, 2019** (E-88), but on or before **December 11, 2019** (E-83). § 8025

### December 26, 2019 (E-68)

(12:02 a.m.)

#### DEATH OF A CANDIDATE FOR A NONPARTISAN OFFICE

ON OR AFTER December 26, 2019: If an incumbent is a candidate for a nonpartisan office and only one other candidate, excluding write-in candidates, has qualified to have his or her name placed on the ballot for that office, and either the challenger or the incumbent dies after the hour of 12:01 a.m. on December 26, 2019, an election shall not be conducted, no votes cast for that office shall be counted, and if counted the votes shall be null and void. § 8026

### **December 26, 2019** (E-68)

#### **CERTIFIED LIST OF CANDIDATES AND ROTATION LIST:**

The last day for the Secretary of State to prepare and send to the Registrar of Voters a certified list of candidates arranged according to the randomized alphabet drawn on **December 12, 2019**. This list will show the name of every person eligible to receive votes within the county at the Presidential Primary Election, their addresses, their Ballot Designations, and the offices for which each person is a candidate. With respect to candidates for voter-nominated offices, the party preference designation indicated on his/her Declaration of Candidacy shall be listed.

§§ 8120, 8121, 8122, 8123, 8124, 8125, 13111

### **December 26, 2019** (E-68)

**DEATH OF CANDIDATE:** Last day for Registrar of Voters to remove deceased candidates' names from the Presidential Primary Election ballot. § 8809

January 3, 2020 (E-60)

#### **MILITARY OR OVERSEAS VOTERS' BALLOT**

**APPLICATIONS:** The first day the county elections official may process applications for military or overseas voters' ballots. Any applications received by the county elections official prior to this day shall be kept and processed on or after this date. If the applicant is not a resident of the county to which he or she has applied, the elections official receiving the application shall forward it immediately to the proper county.

**NOTE:** A request for a vote-by-mail ballot from a military or overseas voter will be deemed an affidavit of registration and an application for permanent vote-by-mail status.

§§ 300(b), 321, 3101, 3102, 3103, 3105

January 3, 2020 through March 3, 2020 (E-60 – 0) **LIST OF VOTE-BY-MAIL VOTERS:** First day CDs are available for purchase indicating all voters who have been issued a military or overseas vote-by-mail ballot. After **February 3, 2020,** all permanent vote-by-mail voters who have been issued a vote-by-mail ballot will be available on CD.

January 6, 2020 through February 18, 2020 (E-57 – 14)

#### WRITE-IN CANDIDATES (NON-PRESIDENTIAL

CANDIDATES): First day the Statement of Write-in Candidacy and Nomination Papers are available for a write-in candidate. They must be filed with the Registrar of Voters' office by February 18, 2020, 5:00 p.m. A person seeking a voter-nominated office may become a write-in candidate only for the Presidential Primary Election; there are no write-in candidates for voter-nominated offices on the General Election ballot. § 8601

January 18, 2020<sup>4</sup> (E-45) (Date fixed by law)

MILITARY OR OVERSEAS VOTERS – BALLOTS: Last day for the county elections official to transmit ballots to military or overseas voters who have requested them by this date. If a military or overseas voter ballot application is received after this date, the county elections official shall transmit a ballot and ballot materials as soon as practicable. § 3114, 52 U.S.C. § 20302 (MOVE Act)

January 23, 2020 (E-40) FIRST PRE-ELECTION STATEMENT: Last day to file campaign statements for candidates and committees for the period ending January 23, 2020.

Gov't § 84200.8

January 23, 2020 through February 22, 2020 (E-40 – 10) STATE AND COUNTY MAILINGS: Between these dates, State Voter Information Guides will be mailed directly to voters by the Secretary of State (January 23rd through February 11th) and the Registrar of Voters will mail County Voter Information Guides. (January 23rd through February 22nd). §§ 9094(a), 13300, 13304

January 31, 2020 (E-32)

(Date fixed by law)

**SEMI-ANNUAL CAMPAIGN DISCLOSURE STATEMENTS** 

**<u>DUE:</u>** Last day to file semi-annual campaign disclosure statements, if required, for all candidates, organizations, committees, and slate mailers for the period ending **December 31, 2019**.

Gov't §§ 84200, 84218

February 3, 2020 through March 3, 2020 (E-29 – 0) **VOTE-BY-MAIL BALLOT APPLICATIONS FOR OUT-**

**OF-STATE EMERGENCY WORKERS:** Period within which, upon the declaration of an out-of-state emergency by the Governor and the issuance of an executive order authorizing an out-of-state emergency worker to cast a ballot outside of his or her home precinct, an out-of-state emergency worker may request and vote a vote-by-mail ballot, which must be returned in the same manner as all other voted vote-by-mail ballots.

§§ 336.7, 3021.5

February 3, 2020 (E-29) **VOTE-BY-MAIL VOTING:** Beginning 29 days before the day of the election, the Registrar of Voters will mail to each registered voter a vote-by-mail ballot packet that includes a postage-paid return envelope with instructions for the use and return of the vote-by-mail ballot.

§ 4005(a)(8)(A)

February 3, 2020 (E-29)

**BALLOT DROP-OFF LOCATIONS:** Beginning 28 days before the day of the election and through election day, all ballot drop-off locations open. §§ 4005(a)(1)(A)&(B)

February 11, 2020 (E-21) PRESIDENTIAL WRITE-IN CANDIDATES DEADLINE: Last day for write-in presidential candidates of all parties to file declarations with the Secretary of State in order to have write-in votes counted. No Filing Fee is required. §§ 6241, 6441, 6621, 6822, 6862

February 18, 2020<sup>5</sup> (E-14)

LAST DAY TO REGISTER TO VOTE IN PRESIDENTIAL

PRIMARY ELECTION: Last day to register to vote in the Presidential Primary Election. The Voter Registration Form shall be mailed (postmarked by this date) or delivered to the county elections official by this date and is effective upon receipt. The Voter Registration Form may also be submitted by this date to the Secretary of State, Department of Motor Vehicles or any National Voter Registration Act designated agency. Last day for military or overseas voters to register to vote, to request a vote-by-mail ballot, and to send it to the county elections official.

52 U.S.C. §§ 20301, 300(b), 321, 2102, 3102

**NOTE:** A request for a vote-by-mail ballot from a military or overseas voter, if postmarked on or before this date, will be deemed an affidavit of registration and a registration application for permanent vote-by-mail status. When a county elections official receives and approves an application from a military or overseas voter, the official

must provide that voter with a vote-by-mail ballot for each subsequent election for federal office in the state unless the voter fails to vote in four consecutive statewide general elections.

§§ 3102(b)&(e), 3206

#### February 18, 2020 (E-14)

#### **VOTE-BY-MAIL BOARDS COMMENCE TO PROCESS**

**VOTE-BY-MAIL BALLOTS**: Processing of vote-by-mail ballots may begin on the tenth business day prior to the election. **Processing vote-by-mail ballots includes opening vote-by-mail** ballot return envelopes, removing ballots from envelopes, duplicating any damaged ballots, and preparing ballots to be machine read. But, under no circumstances may a vote count be accessed or released until 8:00 p.m. on the day of the election.

§ 15101(b)&(c)

#### February 18, 2020 (E-14)

#### **DEADLINE FOR WRITE-IN CANDIDATES TO FILE (NON-**

**PRESIDENTIAL CANDIDATES):** Last day for write-in candidates to file the Statement of Write-in Candidacy and Nomination Papers by 5:00 p.m. with the Registrar of Voters' office. § 8601

#### February 19, 2020 through March 3, 2020 (E-13 – 0)

March 3, 2020.

**NEW CITIZEN REGISTRATION PERIOD:** A new citizen is eligible to register and vote at the office of, or at another location designated by, the county elections official at any time beginning on **February 19, 2020** and ending at the close of polls on

A new citizen registering to vote after the close of registration shall provide the county elections official with proof of citizenship prior to voting and shall declare that he or she has established residency in California. § 3501

The ballots of new citizens shall be received and canvassed at the same time and under the same procedure as vote-by-mail voter ballots. § 3502

NOTE: Due to voter registration deadline (E-15) falling on a State Holiday, New Citizen Registration Period begins on E-13.

#### February 19, 2020 through March 3, 2020 (E-13 – 0)

#### **CONDITIONAL VOTER REGISTRATION PERIOD:**

During the period 14 days prior to Election Day and including Election Day, an individual can go to the office of his/her county elections official to conditionally register to vote and vote a provisional ballot.

§§ 2170, 2171, 2172, 2173

§§ 331, 3500

NOTE: Due to voter registration deadline (E-15) falling on a State Holiday, Conditional Voter Registration Period begins on E-13.

February 20, 2020

**SECOND PRE-ELECTION CAMPAIGN DISCLOSURE** 

(E-12)

**STATEMENTS DUE:** The last day to file campaign disclosure statements for candidates and committees covering the period ending **February 15, 2020**. **Gov't §§ 84200.5, 84200.7(a), 84200.8** 

February 21, 2020 (E-11)

CERTIFIED LIST OF WRITE-IN CANDIDATES: The last day for the Secretary of State to prepare and send to the Registrar of Voters a certified list of write-in candidates. Date set by the Secretary of State.

February 22, 2020 (E-10)

**SELECT VOTE CENTERS OPEN:** Beginning 10 days before the day of the Election and continuing daily up to Election Day, select vote centers are open to the public. §§ 3108(b), 4005(a)(2)(A)&(4)(A)

February 22, 2020 (E-10)

STATE VOTER INFORMATION GUIDE SUPPLEMENTAL

MAILING BY COUNTY DEADLINE: On or before this date, the

Registrar of Voters will mail State Voter Information Guides to voters who registered between Saturday, **January 4, 2020** and Monday, **February 3, 2020**, inclusive. § 9094(a)

February 26, 2020 through March 2, 2020 (E-6 - 1) **MILITARY OR OVERSEAS VOTER - RECALLED TO** 

MILITARY SERVICE: A registered military or overseas voter recalled to service after February 25, 2020, but before 5:00 p.m. on March 2, 2020, may appear before the county elections official in the county in which the military or overseas voter is registered or, if within the state, in the county in which he or she is recalled to service and apply for a vote-by-mail ballot which may be transmitted by the voter by facsimile, or by email or online transmission if the elections official makes the transmission option available. The vote-by-mail ballot may be voted in or outside the elections official's office on or before the close of the polls on Election Day, March 3, 2020, 8:00 p.m., and returned in the same manner as other vote-by-mail ballots. To be counted, the ballot must be returned to the elections official's office in person, by facsimile transmission, or by an authorized person on or before the close of the polls on Election Day.

**IMPORTANT:** A mailed, voted ballot will count only if the identification envelope is signed and dated no later than Election Day, **March 3, 2020**, and it is received no later than three (3) days after Election Day, **March 6, 2020, 8:00 p.m.** 

If the military or overseas voter appears in the county in which he or she is recalled to service, rather than the county to which he or she is registered, the elections official shall coordinate with the elections official in the county in which the military or overseas voter is registered to provide the ballot containing the appropriate measures and races for the precinct in which the military or overseas voter is registered.

§§ 3110, 3111

February 29, 2020 (E-3)

**ADDITIONAL VOTE CENTERS OPEN:** Beginning 3 days before the day of the Election and continuing daily up to Election Day, additional vote centers are open to the public.

§§ 3108, 4005(a)(3)(A)

March 3, 2020 (E-0) p.m. Ballots will be centrally counted at the Registrar of Voters' office. §§ 1000(d), 12283(b), 14212, 4005(3)(A)

Voters who have moved from one address to another within the same county and who have not registered to vote at that new address may vote a provisional ballot at any vote center or pop-up vote center, or at the office of the county elections official. § 14310

March 3, 2020 (E-0) **VOTE-BY-MAIL VOTER BALLOTS RETURNED:** Deadline for the Registrar of Voters to receive vote-by-mail ballots hand delivered to the office of the elections official, a vote center, a vote-by-mail drop-off location, or a drop box must be received by the county elections official by the close of the polls on Election Day. If a vote-by-mail voter is unable to return the ballot, he/she may designate any person to return the ballot. §§ 3017, 3020, 14212

Last day a military or overseas voter who is living outside of the United States (or is called for military service within the United States on or after **February 25**, **2020**, may return his/her ballot by facsimile transmission. To be counted, the ballot returned by facsimile transmission must be received by the elections official no later than Election Day, 8:00 p.m. and must be accompanied by an identification envelope and a signed Oath of Declaration.

**IMPORTANT:** A mailed, voted ballot will count only if the identification envelope is signed, dated and postmarked no later than Election Day, **March 3, 2020**, and it is received no later than three (3) days after Election Day, **March 6, 2020**, 8:00 p.m. §§ 3017, 3020

§§ 3101(e), 3106, 3110, 3111, 3118, 14212

March 3, 2020 (E-0)

#### **SEMI-OFFICIAL CANVASS OF ELECTION RETURNS:**

Beginning at 8:00 p.m. and continuously until completed, the Registrar of Voters shall conduct the semi-official canvass of votes and report totals to the Secretary of State at least every two hours.

§§ 15150, 15151

March 3, 2020 (E-0)

#### **MILITARY OR OVERSEAS VOTERS – LATE CONDITIONS:**

Any registered military or overseas voter who has returned to his or her county of registration on or before this day, and to whom a voteby-mail ballot has been mailed but not voted, may apply for a second vote-by-mail ballot. The elections official shall require him or her to sign an authorization to cancel the vote-by-mail ballot previously issued, and shall then issue another vote-by-mail ballot to the voter or certify to the precinct board that the voter is eligible to vote in the precinct polling place of his or her residence. § 3109

An unregistered military or overseas voter who was released from service after the close of registration, **February 18, 2020**, and who has returned to his or her county of residence may apply in person to register with the county elections official and vote in the election. Documentary proof of release from service is required. On or before the day of the election, the county elections official shall deliver to the precinct board a list of military or overseas voters registered under Elections Code Section 3108. §§ 300(b), 321, 3108

A military or overseas voter who returns to the county after **February 25, 2020** may appear before the county elections official and apply for registration, a vote-by-mail ballot, or both. The county elections official shall register the voter, if not registered, and shall deliver a vote-by-mail ballot which may be voted in, or outside, the county elections official's office on or before the close of the polls on Election Day and returned as are other voted vote-by-mail ballots.

§ 3110

#### March 3, 2020 (E-0)

#### **VOTE-BY-MAIL BALLOT APPLICATIONS FOR OUT-OF-**

**STATE EMERGENCY WORKERS:** Last day upon the declaration of an out-of-state emergency by the Governor and the issuance of an executive order authorizing an out-of-state emergency worker to cast a ballot outside of his or her home precinct, an out-of-state emergency worker may request and vote a vote-by-mail ballot, which must be delivered to the elections official as other voted vote-by-mail ballots.

§§ 336.7, 3021.5

March 4, 2020 through April 2, 2020 (E+1 - +30)

#### **COMMENCE OFFICIAL CANVASS OF ELECTION**

**RETURNS:** The Registrar of Voters will begin the official canvass of the precinct returns. This canvass must be completed no later than **April 2, 2020.** § 15301, 15372

March 4, 2020 through March 17, 2020 (E+1 - +14) **AMENDED CANDIDATE INTENTION STATEMENT:** If the voluntary expenditure ceiling is rejected in the Primary Election, but not exceeded during that election, the Candidate Statement of Intention (Form 501) may be amended to accept the expenditure ceiling for the General Election. The amended Form 501 must be filed within 14 days following the Primary Election.

Gov't §§ 85200, 85401

March 6, 2020 (E+3)

#### **DEADLINE TO RECEIVED MAILED, VOTE-BY-MAIL**

**BALLOTS:** Any mailed, vote-by-mail ballot shall be deemed timely if it is received by the elections official via the United States Postal Service or a bona fide private mail delivery company no later than three days after Election Day and either of the following is satisfied:

(1) The signed, identification envelope 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 identification envelope has no postmark, has a postmark with no date, or has an illegible postmark, but is signed and dated by the voter on or before Election Day, the ballot identification envelope is date stamped by the elections official upon receipt of the ballot from the United States Postal Service or a bona fide mail delivery company.

§§ 3017, 3020, 4103

**Remember:** All vote-by-mail identification envelopes must be signed.

#### March 11, 2020 (E+8)

#### <u>VOTE-BY-MAIL BALLOTS – UNSIGNED IDENTIFICATION</u>

**ENVELOPE:** Last day for a voter who did not sign the vote-by-mail ballot identification envelope to either sign the identification envelope at the office of the county elections official or complete and submit an "unsigned ballot statement." § 3019

#### March 13, 2020 (E+10)

#### **PROVISIONAL BALLOTS OF EMERGENCY WORKERS:**

On or before **March 13, 2020**, if the Governor declares a State of Emergency, a provisional ballot cast by an emergency worker outside of his or her home precinct must be received by the county elections official where the voter is registered. The elections official shall transmit for processing any ballot cast no later than the close of polls on Election Day by an emergency worker in a declared state of emergency, including any materials necessary to process the ballot, to the elections official in the county where the voter is registered to vote. § 14313

#### March 17, 2020 (E+14)

### <u>AMENDED CANDIDATE INTENTION STATEMENT –</u> STATE SENATOR AND MEMBER OF THE ASSEMBLY

**DEADLINE:** If the voluntary expenditure ceiling is rejected in the Primary Election, but not exceeded during that election, the Candidate Statement of Intention (Form 501) may be amended to accept the expenditure ceiling for the General Election. The amended Form 501 must be filed within 14 days following the Primary Election.

Gov't §§ 85200, 85401

#### March 18, 2020 (E+15)

#### POST-ELECTION FILING FOR COUNTY OFFICE

**CANDIDATES:** Last day to file post-filing campaign disclosure statements for all county candidates and committees for the period through **March 13, 2020**.

#### April 2, 2020 (E+30)

COMPLETE CANVASS OF OFFICIAL RETURNS AND

CERTIFY RESULTS BY THIS DATE: No later than this date, the county elections official must complete the canvass, certify its results, and submit it to the Board of Supervisors. § 15372

This is also the suggested deadline for the Board of Supervisors to declare the winners for each office and the results of each measure under its jurisdiction. § 15400

April 2, 2020 (E+30) **CERTIFICATE OF ELECTION:** Approximately on this date, the elections official shall make and deliver to each person elected or nominated under its jurisdiction, a certificate of election or nomination, signed by the elections official. § 15401

April 3, 2020 (E+31)

## STATEMENT OF RESULTS TO SECRETARY OF STATE: By this date, the county elections official shall send to the Secretary of State, in an electronic format, one complete copy of the returns for

of State, in an electronic format, one complete copy of the returns for all candidates voted for at the Presidential Primary Election, including Member of the United States House of Representatives, Member of the State Senate, Member of the State Assembly, and for all statewide ballot measures, if applicable. §§ 15374, 15375

July 31, 2020 (Dated fixed by law)

#### **SEMI-ANNUAL CAMPAIGN DISCLOSURE STATEMENTS**

<u>DUE</u>: Last day to file semi-annual campaign disclosure statements for all candidates and committees for the period through June 30, 2020.

Gov't §§ 84200, 84218

**NOTE:** Candidates for federal office should contact the Federal Election Commission at the address or toll-free telephone number below to obtain information regarding campaign disclosure filing requirements and the forms on which to file.

Federal Election Commission 1050 First Street, NE Washington, D.C. 20463 Phone 800-424-9530; info@fec.gov

<sup>1</sup>If date falls on a weekend or holiday, it does not move forward to the next business day.

<sup>2</sup>The party's Central Committee must have authorized the contest to be placed on the ballot.

<sup>3</sup>Per § 15: Notwithstanding any other provision of law, if the last day for the performance of any act provided for or required by this code shall be a holiday, the act may be performed upon the next business day. Gov't Code § 6700 states: Saturdays are holidays only after 12:00 p.m. The express language of Elections Code section 15 refers to the "last day", meaning the whole day must be a holiday in order for the extension to apply. Since the deadline is a Saturday, December 21, 2019 – a half-day – it is not considered a holiday. Therefore, there is no extension of time to the following Monday. The extended filing or review period deadline must be Friday, December 20, 2019, 5:00 p.m.

<sup>4</sup>§ 3114 and the federal MOVE Act require that ballots be sent to military and overseas voters not later than 45 days prior to an election. This date must be adhered to and does not move forward even though the date falls on a weekend.

<sup>5</sup>If date falls on a Sunday or holiday, use the next business day.