

CHECKLIST FOR FILING
CITY OF OAKLEY MUNICIPAL ELECTION-DISTRICTS 1, 3 & 5
Filing Deadline: Friday, August 9, 2024, at 5:00 P.M.

The following forms must be filed concurrently:

- Completed Nomination Paper** containing a minimum of 20 signatures of registered voters residing within the district in which the candidate is running.
- Completed Ballot Designation Worksheet** with copies of all supporting documentation. Note: It is helpful to let us know before filing what your ballot designation will be so we may confirm if it, and any alternate ballot designations, are acceptable.
- Completed Statement of Economic Interests (FPPC Form 700) – Candidate**
- Completed FPPC Form 501** (if not submitted earlier)
- Completed Code of Fair Campaign Practices (Optional)**
- Completed City of Oakley-Statement of Responsibility-Political Signs** (if you plan to place campaign signs)
- Candidate’s Statement of Qualifications Form** (the form is required to be filed even if you do not wish to file a candidate statement)
- Candidate Statement (Optional)** -- If you choose to file a Candidate Statement, you must e-mail the final version of the statement in Word and in block format, to the City Clerk’s office *prior* to coming in and filing your papers. Our office will count words and ensure the content is in compliance with applicable laws after you submit the final document. Please provide a signed hard copy when filing. *We will not proofread or make corrections to this document. Please proofread your document carefully.*
- Payment for Candidate Statement** (due at the time of filing)
(District 1: \$262.00) (District 3: \$264.00) (District 5: \$249.00)
This applies only if you choose to file a Candidate Statement.
Checks should be made payable to the City of Oakley.
- Payment - Filing Fee (\$25.00)** (due at the time of filing)
Checks should be made payable to the City of Oakley.
- Declaration of Candidacy** --This form is issued to you in our office when you return to file your nomination papers and other candidate forms before the candidate filing period deadline. You will complete the form in our office and take an oath of office.

Please contact one of the following election officials to make an appointment to file papers during regular business hours (Monday-Thursday, 8:00am-6:00pm and Friday 8:00am-5:00pm) **as soon as possible before the filing deadline. City Hall will be closed Friday, July 19, 2024 and Friday August 2, 2024.** We do not take appointments before or after business hours. **Please allow 30-45 minutes for this process. Lobby doors close at 12 p.m. on business days. Please call the phone numbers below for entry into the building.**

Libby Vreonis, City Clerk

(925) 625-7013

vreonis@ci.oakley.ca.us

Kim Snodgrass, Deputy City Clerk

(925) 625-7048

snodgrass@ci.oakley.ca.us

Diana Kerr, Election Official

(925) 625-7000

kerr@ci.oakley.ca.us

I hereby acknowledge that I have received and reviewed all items listed on the Checklist for Filing with the City Clerk or designated Election Official, that a copy of the nomination papers has been issued to me, and that candidate forms (except the nomination papers and declaration of candidacy forms) are available on the City's website or in print.

I choose to:

- Obtain the candidate forms online from the City's website.
- Obtain the candidate forms in print from the City Clerk or designated Election Official.

Candidate's Signature

Date

Candidate's Printed Name