



ALEX PADILLA | SECRETARY OF STATE | STATE OF CALIFORNIA
POLITICAL REFORM

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October 11, 2017

Non-State Campaign Finance Filers
Approved Electronic Filing Vendors
Other Interested Parties

RE: Re-issue of Electronic File Format FPPC Form 501 – Candidate Intention Statement

To Whom it May Concern:

Pursuant to outreach and conversations with stakeholder groups in December 2012, The Political Reform Division of the California Secretary of State (PRD) developed an addendum to the "CAL File Format" v2.01 that provided local jurisdictions the specifications with which to accept electronic filings of FPPC Form 501 – Candidate Intention Statements in their own filing systems in a manner consistent with existing electronically filed forms. This specification was applicable to local filers only and not available for filers filing with the Secretary of State.

Subsequent to that release, the PRD published v2.20 of the Cal File Format in July, 2016 for use by electronic filers required to file with the Secretary of State. The PRD has been asked to re-issue the Form 501 specification for local filers in order to make sure that it can still be use by local jurisdictions under the new version for its intended purpose.

Attached is the re-issuance of the specification for the electronic filing of FPPC Form 501. There has been no substantive change to the content. Only the dates and versioning has changed. This file specification is available for use by local jurisdictions who regulate campaign finances. This file specification is NOT applicable to filers required to file this form with the California Secretary of State.

Sincerely,

A handwritten signature in cursive script that reads "Mary Wray".

Mary Wray
Chief – Political Reform Division
California Secretary of State



CAL Document: 2.20

California File .CAL Layouts





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* **OVERVIEW** *

This document contains the design definition for the FPPC Form 501 as a supplement to the California Electronic Filing Format version 2.20, published July 1, 2016

This document should only be referenced in conjunction with the complete California Electronic Filing Format version 2.20 specification document. All references in this document to acceptable entity, office or jurisdiction codes refer to the codes used in the complete California Electronic Filing Format.

The filing format is in the public domain and is non-proprietary. There are no intellectual property limitations associated with the filing format. The format is administered by the Secretary of State and all changes or corrections to the format will be managed by the Secretary of State.

Proposed filing formats are provided for the following forms:

CAMPAIGN

501 Candidate Intention Statement



Section 1 - Campaign Disclosure Reports

501 Candidate Intention Statement

Electronic File Components by Filing Type

<u>RecType</u>	<u>FormName</u>	<u>Description</u>
HDR	CAL	"CAL" Header record
CVR	F501	Cover Page; Part I; Candidate Information
CVR2	F501	Cover Page; Part II; State Candidate Expenditure Limit Statement
CVR3	F501	Cover Page; Part III; Verification Information
TEXT	F501	Additional TEXT record(s) [optional]



COVER PAGE RECORD LAYOUT FOR F501 DISCLOSURE REPORTS

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#	R{x} C{x}	Field Name	Max Len	Description
01	Rx	Rec_Type	3	Record Type Value: CVR
02	Rx	Form_Type	4	Type of Filing or Form set. Values: F501
03	Rx	Cand_NamL	200	Candidate's Last name
04	Rx	Cand_NamF	45	Candidate's First name
05	O	Cand_NamT	10	Candidate's Prefix or Title
06	O	Cand_NamS	10	Candidate's Suffix
07	R	Cand_Adr1	55	Street 1 of Candidate
08	O	Cand_Adr2	55	Street 2 of Candidate
09	R	Cand_City	30	City of Candidate
10	R	Cand_ST	2	State of Candidate
11	R	Cand_ZIP4	10	ZIP+4 of Candidate
12	O	Cand_Phon	20	Phone Number of Candidate
13	O	Cand_FAX	20	FAX Phone of Candidate
14	O	Cand_Email	60	Email of Candidate
15	Rx	Report_Num	3	Report Number - Values: 000 - Original Report 001-999 - Amended Report #1-#999
16	C	AmendExp_1	100	Amendment Explanation line 1
17	O	AmendExp_2	100	Amendment Explanation line 2
18	O	AmendExp_3	100	Amendment Explanation line 3 (Required if Report_Num > 0)
19	Rx	Rpt_Date	8	Date this report is filed
20	Rx	Office_Cd	3	Office Sought (See table of codes)
21	Cx	Offic_Dscr	40	Office Sought Description (Req. if Office_Cd=OTH)

Note: fields 20 & 21 correspond with field "Office Sought (Position Title)" on the actual Form 501.



22	R	Juris_Cd	3	Office Jurisdiction Code Values: STW=Statewide; SEN=Senate District; ASM=Assembly District; BOE=Board of Equalization District; CIT=City; CTY=County; LOC=Local; OTH=Other
23	C	Juris_Dscr	40	Office Jurisdiction Description (Req. if Juris_Cd=[CIT CTY LOC OTH])
<p>Note: fields 22 & 23 correspond with field "(Name of Multi-County Jurisdiction)" on the actual Form 501.</p>				
24	Cx	Dist_No	3	Office District Number (Req. if Juris_Cd = [SEN ASM BOE])
25	O	Off_S_H_Cd	1	Office Sought/Held Code (Value should always be S=Sought)
26	Rx	Actvty_Lvl	2	Main level of Activity Values: CI = City; CO = County; ST = State; MC = Multi-county
27	R	Pub_Agency	200	Name of public agency
<p>Note: field 27 corresponds with field "Agency Name" on the actual Form 501.</p>				
28	O	NonPartisan_CB	1	Candidate is non-partisan
29	C	Cand_Party	50	Candidate party name (Req. if NonPartisan_CB is unset)
30	Rx	Elec_Date	8	Date of Election
31	Rx	Elec_Type	1	Type of Election: P = Primary G = General S = Special R = Runoff



COVER PAGE - {{2}} STATE CANDIDATE EXPENDITURE LIMITS SECTION
RECORD LAYOUT

#	R{x} C{x}	Field Name	Max Len	Description
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01	Rx	Rec_Type	4	Record Type Value: CVR2
02	Rx	Form_Type	4	Form_Type (must equal Form_Type in CVR record) Values: F501
03	O	Accept_YN	1	Does the candidate accept spending limits for Election described in Part I? An unset option means the candidate is not making a designation (see instructions for offices that do not complete part 2)
04	O	Renew_Limit_CB	1	Indicator that candidate did not exceed ceiling in Primary and is accepting the ceiling for the General election
05	C	Prior_Elec_Date	8	Date of primary or special election. Field must be populated if Renew_Limit_CB is True/checked
06	O	Excess_Cont_CB	1	Indicator that candidate contributed personal funds in excess of the ceiling
07	C	Excess_Date	8	Date of excess personal contributions made. Field must be populated if Excess_Contr_CB is True/checked



COVER PAGE (VERIFICATION INFORMATION) RECORD LAYOUT

#	R{x}	C{x}	Field Name	Max Len	Description
01	Rx		Rec_Type	4	Record Type Value: CVR3
02	Rx		Form_Type	4	Form_Type (must equal Form_Type in CVR record) Values: F501
03	Rx		Tran_ID	20	Transaction ID - permanent value unique to this item
04	Rx		Entity_Cd	3	Values: CAO - Candidate/Office-holder
05	Rx		Sig_Date	8	Date when signed
06	O		Sig_Loc	45	City and State where signed
07	Rx		Sig_NamL	200	Signer's "as signed" Last name
08	Rx		Sig_NamF	45	Signer's "as signed" First name
09	O		Sig_NamT	10	Signer's "as signed" Prefix or Title
10	O		Sig_NamS	10	Signer's "as signed" Suffix