

# TERMINATING YOUR COMMITTEE

For local candidates



## YOU MAY TERMINATE IF:

*(All the following criteria must be met.)*

- You have filed all required campaign statements.
- Your final campaign statement has a \$0 balance.
- You do not anticipate receiving further contributions.
- You do not anticipate making further expenditures.
- You are not expecting a refund for filing or ballot statement fees paid from committee funds.

## FORMS TO COMPLETE:

*In addition to checking the appropriate "Type of Statement" box, remember to check the "Termination" box on all termination statements.*

- Form 410 – File original with the Secretary of State (SOS) and a copy with your local filing officer
- Form 460 – File original with your local filing officer

## REMEMBER:

- Form 460 Semi-Annual Statements are due **January 31** and **July 31** (or next business day).
- Funds become surplus 90 days after the end of the semi-annual reporting period.
- Terminate by **December 31** to avoid paying next year's \$50 annual fee to the SOS.
- Verify if your local jurisdiction has campaign ordinances with additional requirements other than those imposed the Political Reform Act.

## BUT WHAT IF...

### **I filed a Form 470 (Officeholder and Candidate Campaign Statement - Short Form)?**

**Defeated** candidates who filed the Form 470 have no reporting obligations after the election if they did not raise or spend \$2000 or more during the election.

**Successful** candidates (officeholders) who filed the Form 470 and who do not raise or spend \$2,000 or more during the calendar year are required to file the Form 470 by July 31 each year if their elected position pays them \$200 or more per month.

**Judges** who filed a Form 470 should contact their filing officer for filing requirements.

### **I still have funds in my campaign bank account?**

Until the funds become surplus, you may use campaign funds for political, legislative, or governmental purposes. You may also donate funds to bona fide charitable, educational, civic, religious, or similar tax exempt, non-profit organizations. The donation may not personally benefit the candidate, treasurer, or his/her spouse or dependent children.

### **I have outstanding debt?**

You may file your termination statements showing outstanding debt. In doing so, you are declaring that you do not have the ability to discharge debts, loans, or other obligations. If you wish to continue fundraising, you may not terminate the committee.

### **I need more information?**

See FPPC Campaign Disclosure [Manual 2](#) for Local Candidates. You may also e-mail the FPPC for advice at [advice@fppc.ca.gov](mailto:advice@fppc.ca.gov) or call 866-275-3772 Mon-Thurs., 9-11:30 a.m.