

**CITY OF MONTCLAIR**  
**SCHEDULE FOR FILING OF CAMPAIGN STATEMENTS**  
**IN RELATION TO THE NOVEMBER 3, 2020**  
**GENERAL MUNICIPAL ELECTION**

<b>Filing Deadline</b>	<b>Type of Statement</b>	<b>Statement Period</b>	<b>Method of Delivery</b>
Thursday, September 24, 2020	<b>FPPC Form 460</b> First Pre-Election Campaign Statement <i>or</i> <b>FPPC Form 470</b> Officeholder & Candidate Campaign Statement Short Form	July 1* – Sept. 19, 2020	<ul style="list-style-type: none"> <li>• Electronic Filing<sup>^</sup></li> <li>• Personal delivery (during business hours)</li> <li>• First class mail</li> <li>• Guaranteed overnight service</li> </ul>
Thursday, October 22, 2020	<b>FPPC Form 460</b> Second Pre-Election Campaign Statement	Sept. 20 – Oct. 17, 2020	<ul style="list-style-type: none"> <li>• Electronic Filing<sup>^</sup></li> <li>• Personal delivery (during business hours)</li> <li>• First class mail</li> <li>• Guaranteed overnight service</li> </ul>
Within 24 Hours**	<b>FPPC Form 497</b> Contribution of \$1,000 or more  <b>FPPC Form 496</b> Independent Expenditure of \$1,000 or more	Aug. 5 – Nov. 3, 2020	<ul style="list-style-type: none"> <li>• Electronic Filing<sup>^</sup></li> <li>• Personal delivery (during business hours)</li> <li>• Guaranteed overnight service</li> <li>• FAX or e-mail<sup>^^</sup></li> </ul>
Within 48 Hours***	<b>FPPC Form 497</b> In-Kind contribution received with a value of \$1,000 or more	Aug. 5 – Nov. 3, 2020	<ul style="list-style-type: none"> <li>• Electronic Filing<sup>^</sup></li> <li>• Personal delivery (during business hours)</li> <li>• Guaranteed overnight service</li> <li>• FAX or e-mail<sup>^^</sup></li> </ul>
Monday, Feb. 1, 2021	<b>FPPC Form 460</b> Semi-Annual Campaign Statement	Oct. 18 – Dec. 31, 2020	<ul style="list-style-type: none"> <li>• Electronic Filing<sup>^</sup></li> <li>• Personal delivery (during business hours)</li> <li>• First class mail</li> <li>• Guaranteed overnight service</li> </ul>

\* 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 was filed for the current year.

\*\* A contribution or independent expenditure of \$1,000 or more must be reported within 24 hours of the time the contribution or expenditure was made or received.

\*\*\* An in-kind contribution with a value of \$1,000 or more must be reported within 48 hours of it being made or received. Reference FPPC Forms 496 and 497 for details regarding late contributions and independent expenditures.

<sup>^</sup> The online e-filing option is available to Montclair filers 24 hours a day, 7 days a week at [www.cityofmontclair.org/campaign-filing](http://www.cityofmontclair.org/campaign-filing)

<sup>^^</sup> FAX: (909) 621-1584; E-mail: [cityclerk@cityofmontclair.org](mailto:cityclerk@cityofmontclair.org)

**Additional Notes:**

**Deadline Extensions:** Deadlines are extended when they fall on a Saturday, Sunday, or an official state holiday. This extension does not apply to a 24-Hour/10-Day Contribution Report (Form 497) that is due the weekend before the election, and this extension never applies to any 24-Hour/10-Day Independent Expenditure Report (Form 496). Such reports must be filed within 24 hours, regardless of the day of the week.

**Form 501:** All candidates must file Form 501 (Candidate Intention Statement) before soliciting/receiving contributions.

**Form 460:** Candidates who have raised/spent \$2,000 or more file the Form 460. The Form 410 (Statement of Organization) must also be filed once \$2,000 or more has been raised/spent.

**Form 470:** Candidates who do not raise or spend \$2,000 or more (or anticipate raising or spending \$2,000 or more) in 2020 and do not have an open committee must file Form 470 on or before September 24, 2020. If, later during the calendar year, the candidate raises or spends \$2,000 or more, a Form 470 Supplement and a Form 410 must be filed.

**Independent Expenditures:** Committees making independent expenditures totaling \$1,000 or more to support or oppose other candidates or ballot measures also file:

**Form 462:** This form must be e-mailed to the FPPC within 10 days ([form462@fppc.ca.gov](mailto:form462@fppc.ca.gov)) and maintained with the committee's records.

**Form 496:** This form is due within 24 hours if made in the 90-day, 24-hour reporting period of the candidate's or measure's election. Refer to the applicable filing schedule. Form 496 is filed with the filing officer in the jurisdiction of the affected candidate or measure.

**After Election:** Reporting requirements depend on whether candidate is successful and whether a campaign committee is open. See **Campaign Disclosure Manual 2** for additional information.

**Public Documents:** All statements are public documents.

**Resources:** Campaign manuals and other instructional materials are available at [www.fppc.ca.gov](http://www.fppc.ca.gov)