

Who Files

A candidate who is raising contributions from others or is spending more than \$1,000 of personal funds to run for office must open a campaign bank account and file bank account information. All money to be used for campaign purposes, including the candidate's personal funds, must be deposited in the campaign bank account for the specific office prior to expenditure.

Exceptions: This form is not required if you will not receive any contributions from others and the total expenditures from personal funds will be less than \$1,000 in a calendar year.

You may use personal funds for the filing fee and/or fee for statement of qualifications in the ballot pamphlet without first depositing those funds into the campaign bank account.

Where to File

Secretary of State
Political Reform Division
P.O. Box 1467
Sacramento, CA 95812-1467

When to File

Form 502 must be filed within 10 days of opening a campaign bank account at a financial institution in California.

See the [Information Manual on Campaign Disclosure Provisions of the Political Reform Act for Elected Officeholders, Candidates, and Their Controlled Committees](#) (Manual A) for additional information and information required to be provided to you pursuant to the Information Practices Act of 1977.

Fast Facts

- Form 502 is not used to obtain a committee identification number. Use Form 410, Statement of Organization. The Form 410 must be filed with the Secretary of State if a candidate receives contributions, including the candidate's personal funds, totaling \$1,000 or more in a calendar year.
- Effective August 1999, campaign bank account information may be disclosed on the Form 410, Statement of Organization in lieu of completing a separate Form 502 Campaign Bank Account Statement. Form 502 is generally used by candidates who do not raise or spend \$1,000 or more.
- A bank account designated for a particular election may be redesignated for a future election to the same office. File a new Initial Form 501 (Candidate Intention) for the upcoming election and a new Form 410 or Form 502. Mark "Redesignate" on the Form 502 or "Amendment" on the Form 410.
- A bank account may not be redesignated for election to a different office. A new bank account must be established and a new Initial Form 501 and a Form 410 or Form 502 must be filed.

How to Complete

Check *one* box to indicate type of statement.

Initial The first notification that a bank account has been established for a specific election.

- Amendment A change occurred on a previously filed Form 502 (e.g., change of banks).
- Redesignate Redesignation of a current bank account for a future election to the same office.
- Enter the candidate's full name, current street address, daytime telephone number, and fax number, if any.
 - Enter the year of the election, office sought and agency name.
 - Check one box under Type of Election only if raising or spending funds in connection with a special or recall election. Check the "Special" box if seeking to fill a vacant elective office. Check the "Recall" box if an officeholder or candidate is involved in a recall election.
 - Enter the name, address, and telephone number of the financial institution holding the campaign account.
 - Enter the account number of the campaign account.
 - Enter the month, day and year the campaign account was opened.
 - The candidate must sign and date the form in ink. An unsigned statement is not considered filed.

Campaign Bank Account

Type or Print in Ink.

CAMPAIGN BANK ACCOUNT

Date Stamp

**CALIFORNIA
FORM 502**

For Official Use Only

- Check One: Initial Redesignate the Account for Future Election to the Same Office
 Amendment

1. Candidate Information

FULL NAME OF CANDIDATE (LAST, FIRST, MIDDLE)

ADDRESS (NO. AND STREET)

DAYTIME PHONE

E-MAIL (OPTIONAL)

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CITY STATE ZIP CODE FAX NUMBER YEAR OF ELECTION

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OFFICE SOUGHT AND AGENCY NAME

TYPE OF ELECTION (Check One if Applicable) Special Recall

2. Account Information

FINANCIAL INSTITUTION

ACCOUNT NUMBER

ADDRESS (NO. AND STREET)

DAYTIME PHONE

DATE OPENED (Month/Day/Year)

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CITY STATE ZIP CODE

/ /

3. Verification

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Executed on _____
DATE

By _____
SIGNATURE OF CANDIDATE