



NOVEMBER 3, 2026 GENERAL ELECTION CANDIDATE GUIDELINES FOR NOMINATION DOCUMENTS

Issuance of Candidate Nomination Documents

During the Nomination Period of July 13, 2026 to August 7, 2026 (extended to August 12, 2026, if an incumbent does not file), candidates will be issued nomination documents in-person only and by appointment at the City Clerk's Office at City Hall, 1685 Main Street, Santa Monica.

A Candidates' Workshop will be offered in-person at City Hall in the Council Chamber on July 13, 2026 at 10:00 a.m. and candidates are encouraged to attend.

To make an appointment to be issued documents, candidates should contact the City Clerk's Office at (310) 458-8211 or clerk@santamonica.gov. Appointments will be scheduled in half hour increments during the following times:

July 13, 2026:	1:00 p.m. to 3:30 p.m.
July 14, 2026 – August 6, 2026: (except on July 24, 2026 when City Hall is closed)	8:00 a.m. to 11:30 a.m. and 1:00 p.m. to 3:30 p.m.
August 7, 2026:	8:00 a.m. to 11:30 a.m. and 1:00 p.m. to 4:30 p.m.

If the deadline for non-incumbents is extended to August 12, 2026, then appointments are still required between 8:00-11:30 a.m. and 1:00 p.m. to 5:00 p.m.

Documents may be issued to a candidate's representative provided that the representative submits written authorization from the candidate to conduct candidate-related business on their behalf. The authorization should include the candidate's name, office sought, residence address, public address if any, telephone number(s)/email address(es), and the name of the authorized person(s) that will be responsible for picking up and/or filing the candidate's documents. One Nomination Packet and two Petitions will be issued per office sought, and additional petitions or packets may be purchased for \$50/each and \$2/each respectively.

Execution of Nomination Documents

Documents that require an oath by the candidate must be executed in the City Clerk's Office during an appointment. If an authorized representative drops off on behalf of the candidate, then documents must be executed by the candidate in the presence of a notary and submitted to the office.

Submission of Nomination Documents and Filing Deadlines

Submission of completed documents will be only in-person by advance appointment at the City Clerk's Office. To make an appointment to submit completed documents, follow the procedures set forth above.

The mandatory \$25 Nomination Filing Fee and applicable Candidate Statement Fee (\$1,100 for City candidates, \$1,200 for School and College Board candidates, or \$279.60 for English online statements only) must be submitted at the time of filing documents. Check, money order or credit only and a surcharge will be applied to debit/credit transactions.

All require documents to be completed and filed with the City Clerk's Office by the close of the nomination period (5:00 p.m. on August 7, 2026 or 5:30 p.m. on August 12, 2026 if an incumbent does not file for that office). No late documents will be accepted. Any candidate who fails to timely submit documents by the close of the nomination period will not be included in the ballot. An electronic copy of the candidate statement in Word should also be emailed to clerk@santamonica.gov.

NEW: For City candidates, required forms include the Fair Political Practices Commission's (FPPC) Statement of Economic Interest (Form 700). **Council candidates must electronically file with the FPPC.** Rent Control Board candidates will continue to file paper forms with the City Clerk. The Form 700 is not required for School and College Board candidates.

Denise Anderson-Warren
INTERIM CITY CLERK