



**CANDIDATE GUIDANCE FOR ISSUANCE OF  
CANDIDATE DOCUMENTS**  
**November 3, 2020 General Municipal Election**

1. Indicate acknowledgement of the guidance and requirements by signing and dating the form. Your original, handwritten signature is required.
2. Return the signed acknowledgement to the City Clerk Department prior to your appointment to take out nomination papers. You may return the form by mail, in-person, or send it electronically by email to [cityclerk@cityofpacificgrove.org](mailto:cityclerk@cityofpacificgrove.org), but follow-up with original.

---

*Pursuant to official guidance issued by the Secretary State on May 5, 2020, elections officials must provide clear written guidance to candidates regarding the requirement of submitting the candidate documents with original signatures to the elections official by the official close of the nomination period. The candidate must acknowledge receipt of the written guidance in the manner provided by the elections official.*

*Candidates must submit the original candidate documents to the elections official in a manner that will ensure that those original documents are in the possession of the elections official prior to the deadline for filing (postmark is not accepted, must be physically received in the office prior to deadline). Required candidate documents with original signatures received by the election official after the deadline for filing will not be accepted.*

*Please note that the City of Pacific Grove regular business hours are Monday through Thursday, 8:00 am to 5:00 pm.*

*In order to make any edits or changes when the required documents are filed, the candidate or a designated agent of the candidate (authorized in writing by the candidate) must be physically present in the City Clerk Department at the return appointment.*

---

I hereby acknowledge receipt of this information regarding required candidate documents from the Pacific Grove Elections Official.

\_\_\_\_\_  
Printed Name of Candidate

\_\_\_\_\_  
Candidate's Signature

\_\_\_\_\_  
Date