

Legislative Intent Checklist

Resources available at the California State Archives for legislative intent research include bill files from: Legislative Committees (c. 1960-date); Senate and Assembly Members (c.1950-date); State Agencies (various dates); Caucuses (1973-date); and, the Governor's Office (Governor's Chaptered Bill Files, 1943-2003). The State Archives also houses videotapes of selected floor sessions and committee hearings: Senate (1992-date) and Assembly (1988-date). Please note that videos are not indexed by bill number and unless a duplicate is already available, tapes must be duplicated before they can be viewed. Published resources include Statutes of California (1850-date), Deering's Codes, Journals of the Legislature (1850-1992), Final Calendars of Legislative Business/Final Histories (1877-date), and various subject indexes to laws.

☐ Bill Number

- Obtain legislative bill number
If you know only the **code number** (e.g. Government Code section 6253), refer to the notes listed at the end of the code section (e.g. "Added Stats 1968 ch 1473; Amended Stats 1974 ch 591").
Once you have the **chapter number**, check the conversion table in the Final History to determine the bill number.

☐ Author and Committees

- Determine who authored the bill and which legislative committees heard it. See Final History.

☐ Card Catalog

- Check card catalog for available bill files.
See drawers labeled "L" for Legislature. Cards are filed alphabetically (e.g. Assembly or Senate, then name of committee or author) then by date. To view files, complete request slips and give to staff at reference desk for retrieval. See microfilm index for cards marked "Use microfilm copy".

☐ Microfilm Index

- Check the microfilm index for available bill files.
Note the microfilm location number - e.g. MF1:4(3). Microfilm is self-service. Microfilm reader-printers are available for viewing and copying. Photocopy charge is \$0.25/page.

☐ Accession Registers

- Check accession registers for available bill files.
These registers contain brief descriptions of uncataloged materials. Accession sheets for legislative materials are filed alphabetically (e.g. Assembly or Senate, then name of committee or author). To view files, complete request slips and give to staff at reference desk for retrieval.

☐ Copies

- Complete copy order form.
Photocopy charge is \$0.25/page. Orders must be pre-paid. Archives staff can usually copy up to 50 pages the same day; larger orders take longer.

California State Archives LEGISLATIVE INTENT WORKSHEET

[illegible]

Bill # _____ **Ch.#** _____ **Year** _____

Code & Section _____

Author _____

Assembly Committees

1.

2.

3.

Senate Committees

1.

2.

3.

Note: The records listed below are found on microfilm unless otherwise noted. Check Microfilm Index for location.

Assembly Republican Caucus:

MF

_____ pgs.

(1973-1978, 1981-1990 on microfilm;
1991-1998 see card catalog; 1999-2002
see Accession Register)

Senate Democratic Caucus:

MF

_____ pgs.

(1975-1984 on microfilm)

Senate Rules Committee:

MF

_____ pgs.

(1985-1988 on microfilm)

Senate Republican Caucus:

MF

_____ pgs.

(1972-1984 on microfilm)

Governor's Chaptered Bill File:

MF

_____ pgs.

(1943-1995 on microfilm; 1996-2003 in hard copy)

See also:

Office of Senate Floor Analyses, 1993-1998 in card catalog; 1999-2002 in Accession Register

Senate Republican Office of Policy, 1999-2002 in Accession Register

Senate Republican Fiscal Office, 2001-2004 in Accession Register