

## **California Legislative History Checklist**

- ☐ 1. Check the code section and note the year and chapter number following the code section  
Year and chapter number:  
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- ☐ 2. Read the original statute in Statutes of California  
Information from original statute:  
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- ☐ 3. Convert the chapter number citation to the bill number  
Bill number (and author):  
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- ☐ 4. Read and copy the bill history
  - 4a. Bill authors and sponsors:  
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\_\_\_\_\_
  - 4b. Committees that considered the bill:  
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\_\_\_\_\_
  - 4c. Amendment dates:  
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- ☐ 5. Read all versions of the bill  
Information from bill versions (e.g., noteworthy additions and deletions):  
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- ☐ 6. Check for an Assembly File Analysis  
Information from file analysis:  
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- ☐ 7. Check the annotated codes for legislative history materials  
Information from code annotations:  
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- ☐ 8. Check the Governor's Chaptered Bill File

Information from Chaptered Bill File:

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- ☐ 9. Check online for committee analyses

Information from committee analyses:

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- ☐ 10. Call legislative offices for any unpublished information

10a. Authors' and/or sponsors' phone numbers:

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10b. Committee /caucus phone numbers:

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- ☐ 11. Check the Senate and Assembly Journals

Information from Journals:

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- ☐ 12. Check the State Archives for unpublished files

Information from Archive materials, e.g., Chaptered Bill File, Committee Bill File, Committee Hearing File, Author's Bill File, Videotapes, Agency Legislative Record, Legislative Bill File:

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- ☐ 13. Check for any published committee reports or hearings

Citations to reports or hearings:

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- ☐ 14. Expand your search to other reports, articles, studies, agency information...

Reference to other reports, articles, studies, agency information, etc.:

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