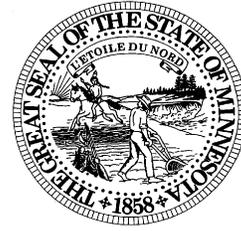


Minnesota

Campaign Finance and Public Disclosure Board



May 17, 2016

Dear District Court Judicial Candidate:

The forms and information enclosed in this packet are to assist you in meeting the requirements of Minnesota Statutes, Chapter 10A, which governs campaign finance and disclosure in Minnesota. As a candidate for election, you will be required to meet various statutory requirements. Please review this letter and the enclosed disclosure calendar for information about registration requirements and reporting deadlines.

DO YOU NEED TO REGISTER A PRINCIPAL CAMPAIGN COMMITTEE WITH THE BOARD?

If you spend only your own money on your campaign you are not required to register principal campaign committees with the Board. A candidate who accepts contributions from others must register a committee within 14 days of the date on which the total value of contributions received from sources other than the candidate exceeds \$750. If you need to register a principal campaign committee the necessary form is included in this packet.

If you do not register a principal campaign committee but spend more than \$750 (not including the filing fee to appear on the ballot) of your own money to influence your election you must still file Reports of Receipts and Expenditures that disclose your financial activity on behalf of your campaign. You may print a copy of the Report of Receipts and Expenditures form from the Board's web site at www.cfboard.state.mn.us or call the Board office at 651-539-1188 or 800-657-3889 and request that a form be mailed or faxed to you. The reports are due July 25, 2016, and October 31, 2016.

UPCOMING CRITICAL DEADLINE:

- **JULY 25, 2016, REPORT OF RECEIPTS AND EXPENDITURES** – There are two scheduled campaign finance reporting periods for this office during an election year. If you register a campaign committee with the Board, or are required to report personal expenditures as explained above, you will need to file a report by July 25, 2016. The report covers the period of January 1, 2016, through July 18, 2016.

ECONOMIC INTEREST STATEMENT REQUIREMENT

A candidate elected or appointed to judicial office is required to file an Economic Interest Statement with the Board within 60 days of assuming office. An Economic Interest Statement shows who employs the person completing the form, where the person owns non-homesteaded property in Minnesota, the person's investments in stocks and mutual funds, and whether the person has any financial interests in horseracing. The Board puts the completed Economic Interest Statement on its website to make it easier for people to know when an elected official could have a conflict of interest. If you are elected to judicial office the Board will send you an Economic Interest Statement form to complete.

Electronic Filing Required All state level candidates with a registered committee are required to file the periodic Report of Receipts and Expenditures electronically. The Board provides at no charge the Campaign Finance Reporter Software. The software may be downloaded at www.cfboard.state.mn.us/software/index.html. The Board may waive the requirement to file electronically if the candidate can show good cause why the waiver should be granted. Contact Board staff for more information on the waiver process.

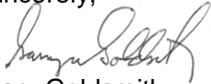
Candidate/treasurer Training – The Board offers classes for committees using Campaign Finance Reporter Software and general compliance training for all committees. See the Board website at www.cfbreport.state.mn.us for the date and time of classes currently being offered. You may sign up for a class on the website. There is no charge to attend. The Board also offers web based training videos on compliance issues and using the Campaign Finance Reporter Software at www.cfboard.state.mn.us/training/training.htm.

Forms Included in This Packet

- **Registration form for a Campaign Committee**
- **2016 Contribution Limits**
- **2016 Disclosure Calendar**

If you have questions about this packet, please call Joyce Larson, Compliance Officer, at 651-539-1188. You may also call 800-657-3889 or for TTY/TTD communication contact us through the Minnesota Relay Service at 800-627-3529. Board staff may also be reached by e-mail at: cf.board@state.mn.us.

Sincerely,



Gary Goldsmith
Executive Director



Registration and Statement of Organization Principal Campaign Committee

under Minn. Stat. §§ 10A.14 and 10A.19

Instructions

- This statement is due at the Campaign Finance and Public Disclosure Board office within 14 days after the Candidate raises or spends in excess of \$750, or within 10 days after any change in previously filed information.
- All required sections must be filled in before the committee can be registered.
- This form may be emailed to cf.board@state.mn.us or faxed to 651-539-1196; 800-357-4114
- All information on this form or report is public information and may be published on the Board's website at www.cfboard.state.mn.us
- It is unlawful to use this information for commercial purposes.
- Do not use pencil or red ink.
- Board staff may also be reached by phone at 651-539-1187 or 800-657-3889 or by email at cf.board@state.mn.us

Registration

New Registration

Amendment: Registration No. _____

Candidate



Candidate name	
Address (line 1)	
Address (line 2)	
City, state, zip	
Telephone (daytime)	Email address (Required or write No Email)

Office sought

- Constitutional office (specify) _____ Senate, Distr # _____ House of Representatives, Distr # _____
 Supreme Court Appeals Court District Court Distr # _____ Seat # _____

Party affiliation

- Democratic Farmer Labor Grassroots Party Independence Party Minnesota Libertarian Party of Minnesota
 Republican Party Minnesota Green Party Legal Marijuana Now Party Other _____

Committee (Required)**Chair (Required)**

Committee name		Chair name
Address (line 1)		Address (line 1)
Address (line 2)		Address (line 2)
City, state, zip		City, state, zip
Telephone (daytime)	Fax number	Telephone (daytime)
Committee website address		Email address (Required or write No Email)

Treasurer (Required)**Deputy Treasurer (Optional)**

Treasurer name	Deputy Treasurer name
Address (line 1)	Address (line 1)
Address (line 2)	Address (line 2)
City, state, zip	City, state, zip
Telephone (daytime)	Telephone (daytime)
Email address (Required or write No Email)	Email address

Committee Bank Account(s) (Must be opened before registering committee)

1. Name of bank	2. Name of bank
Address of bank (line 1)	Address of bank (line 1)
Address of bank (line 2)	Address of bank (line 2)
City, state, zip of bank	City, state, zip of bank

Certification

I, _____, certify that this statement represents the single registration for this candidate for this office and that the statement is complete, true, and correct.
(print or type name)

 Signature of treasurer or candidate

 Date

Any person who signs and certifies to be true a report or statement which the person knows contains false information, or who knowingly omits required information, is subject to a civil penalty imposed by the Board of up to \$3,000 and is subject to criminal prosecution for a gross misdemeanor.

**2015 – 2016 ELECTION CYCLE SEGMENT
CONTRIBUTION AND CAMPAIGN EXPENDITURE LIMITS**

All contribution limits apply to the total of cash contributions, in-kind contributions, and loans received during the two-year period from January 1, 2015, through December 31, 2016.

Individual and Candidate Contribution Limits. Applies to the aggregate of contributions received during 2015 and 2016 from an individual, political committee, or a political fund (excluding political party units) and from the candidate's personal funds.

Office	2015 - 2016 Contribution Limit Total Amount for Two-Year Period	2015 - 2016 Candidate's Personal Contribution Limit Total Amount for Two-Year Period (applicable only to candidates who have signed a public subsidy agreement)
Governor/Lt. Governor	\$2,000	\$10,000
Attorney General	\$1,500	\$7,500
Secretary of State and State Auditor	\$1,000	\$5,000
Senate	\$1,000	\$5,000
House of Representatives	\$1,000	\$5,000
Judicial Office	\$2,500	Not applicable

Aggregate Political Party Unit and Terminating Principal Campaign Committee Contribution Limits. Applies to the aggregate of contributions received during 2015 and 2016 from all political party units and terminating principal campaign committees. Party units include a party caucus in the legislature, a state party, and party units in legislative districts, congressional districts, counties, municipalities, and precincts in aggregate.

Office	2015 – 2016 Political Party and Terminating Committee Contribution Limit Total Amount for Two-Year Period
Governor/Lt. Governor	\$20,000
Attorney General	\$15,000
Secretary of State, State Auditor	\$10,000
Senate	\$10,000
House of Representatives	\$10,000
Judicial Office	\$25,000

Aggregate contribution limits. All candidates (except judicial candidates) are subject to an aggregate contribution limit. This limit is not dependent on the signing of a public subsidy agreement. The aggregate contribution limit does not increase for first-time candidates or for candidates who do not sign a public subsidy agreement. This limit applies to the aggregate of all contributions and loans from:

- lobbyists,
- political committees or political funds, and
- associations not registered with the Board

Office	Aggregate Limit for 2015 -2016 Election Cycle Segment
Governor/Lt. Governor	\$313,000
Attorney General	\$41,700
Secretary of State, State Auditor	\$20,900
Senate	\$18,900
House of Representatives	\$12,600

CAMPAIGN EXPENDITURE LIMITS FOR 2015 – 2016 ELECTION CYCLE SEGMENT

All expenditure limits apply to the total campaign expenditures incurred during the two-year period from January 1, 2015, through December 31, 2016. All expenditure limits apply only to candidates who sign a public subsidy agreement.

Office	A 2015 - 2016 Base Spending Limit	B 2015 – 2016 Limit for Candidate Running for Office for the First Time	C 2016 Limit for candidate with closely contested primary	D 2016 Limit for first time candidate with closely contested primary
Governor/Lt. Governor	\$1,564,800	\$1,721,280	NA	NA
Attorney General	\$208,700	\$229,570	NA	NA
Secretary of State, State Auditor	\$104,400	\$114,840	NA	NA
Senate	\$94,700	\$104,170	\$113,640	\$125,004
House of Representatives	\$63,100	\$69,410	\$75,720	\$83,292

Spending limit. The spending limit includes the total of:

1. Monetary campaign expenditures,
2. In-kind campaign expenditures, and
3. Unpaid campaign expenditures.

Election Cycle Segments. The spending limit is higher in a two-year segment during which an election is held for the office sought. For that reason, candidates for a constitutional office or for the Senate will have a dramatically different base spending limit for the two year period 2017 - 2018

First-Time Candidate. A candidate is eligible for a 10% increase in the base campaign expenditure limit if the following conditions are met:

1. The candidate has not previously held the same office. For the legislature the office is House of Representatives or State Senate, without regard to any specific district.
2. The candidate has not previously been on the primary or general election ballot for that office.
3. The candidate has not in the past 10 years raised or spent more than \$750 in a run for any other office whose territory now includes a population that is more than one-third of the population in the territory of the office the candidate is now seeking.

Closely Contested Primary election. A candidate is eligible for a 20% spending increase for having a closely contested primary election if the following conditions are met:

1. The candidate won the primary election, and had at least one opponent in the primary election,
2. The candidate received fewer than twice as many votes as any one of the opponents in the primary. The closely contested primary spending increase is available for use only after the primary election.

This document is available in alternative formats to individuals with disabilities by calling 651-539-1180; 800-657-3889; or for TTY/TDD communications contact us through the Minnesota Relay Service at 800-627-3529.

2016 Disclosure Calendar
State Senate, House of Representatives Candidates and District Court Judicial Candidates

Please Note:	This calendar does not apply to constitutional office candidates or legislative or judicial candidates who are not filing for office in 2016.
March 8 through end of regular session	Legislative session. Senate and House candidates may not accept contributions from political committees, political funds, lobbyists, or unregistered associations. This prohibition applies to incumbent and non-incumbent legislative office candidates, but does not apply to judicial and special election candidates.
May	Publication of estimates of election year 2016 public subsidy amounts available for legislative candidates.
May 17	Candidate filing period opens to run for office. Senate and House candidates must file a Statement of Economic Interest within 14 days after filing for office. Judicial candidates must file a Statement of Economic Interest within 60 days of taking the oath of office.
May 31	Last day for candidates to file to run for office.
June 14	Notification to Senate and House candidates of the minimum amount of public subsidy they may expect to receive.
TBD	60 th day after the legislature adjourned. Constituent services by Senate and House candidates (incumbents only) after this date are reported as 100% campaign expenditures.
July 18	Last day for Senate and House candidates to raise contributions to qualify for public subsidy.
July 18	Last day of transactions included in the First Report of Receipts and Expenditures.
July 19	Last day for Senate and House candidates to sign and file a Public Subsidy Agreement.
July 19 through August 8	24 Hour Reporting of Large Contributions – Pre-Primary Election Contributions and loans from any one source totaling more than \$500 for Senate and House candidates and more than \$400 for district court candidates must be reported to the Board in person by the end of the next business day after receipt or by electronic means within 24 hours after receipt and also on subsequent Reports of Receipts and Expenditures for the year. Failure to file the notice on time will result in a \$50 per day late filing fee. Note: Candidates who are unopposed at the primary election do not need to report large contributions during this period.
July 25	Last day to file an Affidavit of Contributions to qualify for public subsidy.
July 25	First Report of Receipts and Expenditures due. Period covered: 1/1 through 7/18/2016.
July 26	\$50 per day late filing fee begins for failure to file the First Report of Receipts and Expenditures.
August 9	PRIMARY ELECTION
August 23	Public subsidy payment distributed to eligible candidates not later than one week after the canvassing board certification of the primary election.

October 24	Last day of transactions included in the Second Report of Receipts and Expenditures.
October 25 through November 7	24 Hour Reporting of Large Contributions – Pre-General Election Contributions and loans from any one source totaling more than \$500 for Senate and House candidates and more than \$400 for district court candidates must be reported to the Board in person by the end of the next business day after receipt or by electronic means within 24 hours after receipt and also on subsequent Reports of Receipts and Expenditures for the year. Failure to file the notice on time will result in a \$50 per day late filing fee. Note: Candidates who lost the primary election do not need to report large contributions during this period.
October 31	Second Report of Receipts and Expenditures due. Period covered: 1/1 through 10/24/2016. Note: Candidates who lost at the primary election do not need to file this report.
November 1	\$50 per day late filing fee begins for failure to file the Second Report of Receipts and Expenditures.
November 8	GENERAL ELECTION
December 31	Public Subsidy agreements expire.
2017	
January 31	2016 Year-end Report of Receipts and Expenditures due. Period covered: 1/1/2016 through 12/31/2016.
February 1	\$25 per day late filing fee begins for failure to file the Year-end Report of Receipts and Expenditures.