



**STATE OF CONNECTICUT  
STATE ELECTIONS ENFORCEMENT COMMISSION**  
20 Trinity Street Hartford, Connecticut 06106—1628



## 2018 Filing Calendar

**Municipal Candidate Committees  
Organized for the November 6, 2018 Election  
(August 14, 2018 Primary)**  
General Statutes § 9-608

Type of Report	Period Covered	Filing Deadline
<b>January 10 Filing</b>	10/01/17 through 12/31/17	01/10/18
.....		
<b>April 10 Filing</b>	01/01/18 through 03/31/18	04/10/18
.....		
<b>July 10 Filing</b>	04/01/18 through 06/30/18	07/10/18
.....		
<b>7<sup>th</sup> Day Preceding Primary Filing</b> Committees of candidates in a primary	07/01/18 through 08/05/18	08/07/18 <sup>1</sup>
.....		
<b>30 Days Following Primary Filing</b> Committees of candidates in a primary	08/06/18 through 08/31/18	09/13/18 <sup>1,2</sup>
.....		
<b>October 10 Filing</b>	09/01/18 through 09/30/18 General election candidate committees of candidates successful in a primary ----- 07/01/18 through 09/30/18 General election candidate committees of candidates not in a primary	10/10/18 <sup>3</sup>
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<b>7<sup>th</sup> Day Preceding Election Filing</b>	10/01/18 through 10/28/18	10/30/18 <sup>3</sup>
.....		
<b>Deficit Filing</b> Committees of candidates unsuccessful in a primary	09/01/18 through 11/05/18	11/13/18 <sup>4</sup>
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<b>Termination Filing</b> Committees of candidates unsuccessful in a primary	09/01/18 through 11/12/18	11/19/18 <sup>5</sup>
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<b>January 10 Filing</b>	10/29/18 through 12/31/18	01/10/19 <sup>6</sup>
.....		
<b>Deficit Filing</b> General Election candidate committees	01/01/19 through 01/31/19	02/07/19 <sup>7</sup>
.....		
<b>Termination Filing</b> General Election candidate committees	01/01/19 through 03/31/19	04/08/19 <sup>8</sup>

**Which Form to File:** Committees may use the “Short Form Campaign Finance Disclosure Statement” (SEEC Form 21) when they have not received funds or made or incurred expenditures in excess of \$1,000 from their inception through the close of the reporting period covered by the statement and have not previously filed an “Itemized Campaign Finance Disclosure Statement” (SEEC Form 20). Otherwise, they must use the SEEC Form 20. Committees should keep in mind that if they opt to file SEEC Form 21’s, they will still be required to report *all* activity since inception if and when they receive contributions or make expenditures exceeding the \$1,000 threshold. Reaching the threshold triggers the requirement to file an itemized statement (a “long form” SEEC Form 20).

**Type of Report:** The “Type of Report” corresponds to the financial disclosure reports required by General Statutes § 9-608 (a).

**Period Covered:** The “Period Covered” means the dates for which the committee must report all of its financial activity. The period covered must include the financial activity of the committee beginning the first day not included on the last filed financial disclosure statement and must be complete through 11:59 p.m. of the date of the last day covered. For example, the April 10 filing covers all activity starting at 12:00 a.m. on January 1 and ending at 11:59 p.m. on March 31. If the committee came into existence after the beginning of the period covered by the statement, then the period covered must begin on the date the committee first received funds, the date the committee first made or incurred expenditures, or the date the committee registered (whichever is earliest). If the committee has previously filed a SEEC Form 21, then its first filed itemized statement (SEEC Form 20) must cover a period that begins with the committee’s date of inception as the start date.

**Filing Deadline:** The “Filing Deadline” is the last date on which the committee treasurer may submit his or her disclosure filing. In addition, the disclosure filing *may not be submitted or received* on or before the last day in the period covered. For example, the April 10 filing may not be submitted or received on March 31 or earlier, since it must cover the period ending on March 31. The earliest this report may be submitted or received is April 1. Statements not timely filed will be subject to a mandatory \$100 late fee.

**When and Where to File:** All candidate committees of candidates running for municipal office file disclosure statements with their local town clerk. Statements are considered timely filed if they are either postmarked by the United States Postal Service on or before the required filing deadline date or delivered by hand to the town clerk by the close of business on or before the required filing deadline date. You should contact the town clerk’s office to find out its business hours.

**Footnotes:**

1. Only committees of candidates in a primary must file on this date.
2. Any committee of an unsuccessful candidate in the primary that has eliminated any deficit or distributed any surplus may terminate at or before this time by filing a Termination Report in lieu of this report.
3. A candidate committee of an unsuccessful candidate in the primary whose name is not eligible to appear on the general election ballot is not required to file this statement.
4. The committee of a candidate who was not successful in the primary, which still has a deficit as of November 12, 2018 (the 90th day following the August 14, 2018 primary) must file this report, and must thereafter file a Deficit Report on the 7th day of each month in which there was either an increase or decrease of more than \$500 as of the last day of the month preceding the filing measured against the amount of the deficit reported on the last Deficit Report. A Termination Report may be filed in lieu of a Deficit Report if the deficit has been erased and any surplus has been distributed by the last day of the month preceding the filing of a Termination Report.
5. The committee of a candidate who was not successful in the primary and which had a surplus that was not yet reported as distributed must distribute or expend its surplus by November 12, 2018 (the 90th day following the August 14, 2018 primary) and submit a Termination Filing by November 19, 2018.
6. A candidate committee that is ready to terminate at this time may file a Termination Report in lieu of this report. Keep in mind, however, that any candidate committee which has distributed its surplus by December 31, 2018 would have already filed its Termination Report because it is required to terminate within seven days of such distribution. Such a committee that has already filed a termination statement would therefore not need to file the January 10 report.
7. A candidate committee of a candidate on the ballot for the November election which still has a deficit as of February 7, 2019 must file a Deficit Report by February 7, 2019 and must thereafter file a Deficit Report on the 7th day of each month in which there was either an increase or decrease of more than \$500 as of the last day of the month preceding the filing measured against the amount of the deficit reported on the last Deficit Report. A Termination Report may be filed in lieu of a Deficit Report if the

deficit has been erased and any surplus has been distributed by the last day of the month preceding the filing of a Termination Report.

8. A candidate committee of a candidate on the ballot for the November election must distribute or expend any surplus by March 31, 2019 and submit a Termination Report by April 8, 2019 (unless it has begun filing deficit reports). Keep in mind that any candidate committee which has distributed its surplus before March 31, 2019 must terminate within seven days of such distribution. Accordingly, such committee would have already filed its Termination Report and would not need to file the April 8 Termination Report.

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**If you have any questions about filing requirements, need additional forms, have questions about how to report certain contributions and expenditures, or have questions about other campaign finance laws, please call the State Elections Enforcement Commission at (860) 256-2940 or (866) SEEC-INFO.**

*PLEASE NOTE: Every effort has been made to ensure that the information contained in this calendar is accurate. If any information in this calendar conflicts with the provisions of the General Statutes, the Statutes shall prevail.*