



## 2019 Filing Calendar

### Ongoing Independent Expenditure Political Committees

**November 5, 2019 Election; September 10, 2019 Primary**

General Statutes § 9-608

**IMPORTANT NOTE:** Listed below are the standard filings required of ongoing independent expenditure political committees. If the committee **makes or incurs independent expenditures totaling over \$1,000 for one or more General Assembly candidates after the applicable convention, caucus, or town meeting is held to endorse candidates**, the committee is required to report such expenditures within **24 hours** of the expenditures being made or incurred. Such filings will affect the periods covered of the standard reports listed below. These standard reports are still required to be filed unless the period required to be covered by them is covered by a 24 hour independent expenditure report that has already been submitted.

Type of Report	Period Covered	Filing Deadline
<b>January 10 Filing</b> <i><b>SEEC Form 40 REQUIRED</b></i>	10/29/18 through 12/31/18	<b>01/10/19<sup>1</sup></b>
.....		
<b>April 10 Filing</b>	01/01/19 through 03/31/19	<b>04/10/19</b>
.....		
<b>July 10 Filing</b>	04/01/19 through 06/30/19	<b>07/10/19</b>
.....		
<b>7<sup>th</sup> Day Preceding Primary Filing</b> September 10, 2019 Primary	07/01/19 through 09/01/19	<b>09/03/19<sup>2</sup></b>
.....		
<b>October 10 Filing</b>	09/02/19 through 09/30/19 Committees that filed 7 <sup>th</sup> Day Preceding Primary filing ----- 07/01/19 through 09/30/19 Committees that did not file 7 <sup>th</sup> Day Preceding Primary filing	<b>10/10/19</b>
.....		
<b>7<sup>th</sup> Day Preceding General Election Filing</b> November 5, 2019 Election <i><b>SEEC Form 40 REQUIRED</b></i>	10/01/19 through 10/27/19	<b>10/29/19<sup>1,2</sup></b>
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<b>January 10 Filing</b> <i><b>SEEC Form 40 REQUIRED</b></i>	10/28/19 through 12/31/19 Committees that filed 7 <sup>th</sup> Day Preceding Election filing ----- 10/01/19 through 12/31/19 Committees that did not file 7 <sup>th</sup> Day Preceding Election filing	<b>01/10/20<sup>1</sup></b>
.....		
<b>24-Hour Reporting:</b>		
<p>If, after the convention, caucus, or town committee meeting is held for the purpose of endorsing candidates, your committee makes or obligates to make <b>an independent expenditure for one or more General Assembly candidates that in the aggregate exceed \$1,000</b>, the committee must file report within <b>24 hours</b> of making or obligating to make the expenditure. The period covered will be the first day not covered on the last filed campaign disclosure statement through the day the expenditure was made or incurred.</p>		

### Other Filings:

In addition, if your committee receives a contribution or makes an expenditure in connection with a local or regional referendum/ballot question, any other primary or election not listed above (e.g., a May election or a municipal special election), you are required to file a financial statement on the 7th day preceding the referendum/ballot question, primary, or election. The period covered will be the first day not covered on the last filed campaign finance disclosure statement through the 9th day preceding the referendum, primary or election.

**How to File:** Effective July 1, 2017, all ongoing political committees registered with the Commission must file electronically by eCRIS unless (1) they have not raised or spent \$1,000 or more during the current calendar year and have not raised or spent \$1,000 or more in the preceding regular election cycle; or (2) they can demonstrate good cause for not being able to comply with the requirement, as determined by the Commission. Committees seeking to apply for a written waiver from the electronic filing requirement should contact Commission staff. Committees that file with the town clerk must file by paper – eCRIS is not available at the local level.

**Which Form to File:** The committee may always use the “Itemized Campaign Finance Disclosure Statement” (SEEC Form 40) and is encouraged to do so for all filings. The committee is permitted to use the “Short Form Campaign Finance Disclosure Statement” (SEEC Form 21) when it has not made or received contributions or expenditures in excess of \$1,000 from January 1 of the calendar year through the close of the reporting period covered by the statement and has not previously filed a SEEC Form 40 for a period covered in the 2019 calendar year. For the filings due January 10 and the 7th day preceding the election, the SEEC Form 40 must be used as well as for any filings that come in after those filings or after a SEEC Form 40 has been used.

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 the beginning of the year when they file their first SEEC Form 40. In the case of eCRIS users filing their first long form after having filed one or more SEEC Form 21’s, the committee will be required to: (1) amend the SEEC Form 21 covering the period in which the first financial activity of the committee occurred for the year by amending the SEEC Form 21 to change it to a SEEC Form 40 and reporting that financial activity; (2) amend all subsequent SEEC Form 21’s submitted after that initial SEEC Form 21 to change them to SEEC Form 40’s and report any activity in those periods and also correct the summary totals, regardless of whether activity occurred in that particular period; and (3) after this “look back” reporting has been completed in eCRIS, submit the itemized statement (SEEC Form 40), covering the period laid out in the above calendar. If the committee is not filing by eCRIS, by permission of the Commission, then its first filed itemized statement (SEEC Form 40) must cover a period that begins with January 1 as the start date.

**Type of Report:** The “Type of Report” corresponds to the financial disclosure reports required by General Statutes § 9-608 (a). On eCRIS, all of the filings listed on this calendar are available in the standard reports dropdown menu.

**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 (assuming there is no special election or primary during this time). If a committee files a 24 hour independent expenditure report, the period covered by that report would be the first day not covered by the last filed campaign disclosure statement through 11:59 p.m. of the date the expenditure was made or incurred. If a committee needs to file in connection with a special election or primary, then the period covered would be the first day not covered by the last filed campaign disclosure statement through 11:59 p.m. of the ninth day prior to the special election or primary.

**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 by the filing repository 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. Standard filings that are not timely submitted are subject to a mandatory \$100 late filing fee and may be subject to further fines if they are not submitted in a timely manner after the deadline. Independent expenditure reports due within 24 hours must be submitted by eCRIS by 11:59 p.m. on the day after the date the expenditure was made or incurred and may be subject to substantial penalties if they are late or not filed.

**When and Where to File:** Statements are to be filed with the repository with which the committee is registered. If the committee’s filing repository is the State Elections Enforcement Commission, then statements are considered timely filed if they are filed electronically via eCRIS before midnight on or before the filing deadline date or, for those permitted to file by paper, if they are *received* by the Commission’s offices after the filing period has begun and by 5:00 p.m. on the filing deadline date if delivered by the United

States Postal Service, courier service, parcel service or hand delivery. **Committees seeking confirmation of receipt should check their committee's filing status on [eCRIS's Document/Filing Search](#).**

If the committee's filing repository is the town clerk, then statements are considered timely filed if they are either postmarked by the United States Postal Service before midnight 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. Some town clerk's offices may not have office hours or may have shortened office hours on a filing deadline day. This does not relieve the treasurer of filing by the deadline, so be sure to confirm the office hours of the town clerk if delivery by hand is anticipated.

**Footnotes:**

1. Ongoing independent expenditure political committees are required to use the Itemized Campaign Finance Disclosure Statement (SEEC Form 40) for the January 10 filing and the 7th Day Preceding Election filing. The Short Form Campaign Finance Disclosure (SEEC Form 21) may not be used for these filings, even if the \$1,000 threshold has not been exceeded for the year. Once a committee files a SEEC Form 40, all subsequent filings must be Form 40's for the remainder of the year.
2. This filing is required to be filed by ongoing independent expenditure political committees that received **any** contributions or expended **any** funds or incurred expenditures in connection with a primary or an election, as the case may be, in any amount. The period covered ends **two days** before the filing deadline.

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**If you have any questions about filing requirements, or 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 Statutes, the Statutes shall prevail.*