



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

2020 Filing Calendar

Town Committees

(August 11, 2020 Primary – November 3, 2020 Election)

This calendar is for all town committees, whether the underlying town has May municipal elections (i.e., May town committees) or November municipal elections (i.e. November town committees).

General Statutes § 9-608

Type of Report	Period Covered	Filing Deadline
January 10 Filing <i>SEEC Form 20 REQUIRED</i>	10/28/19 through 12/31/19 November town committees	01/10/20¹
	----- 10/01/19 through 12/31/19 May town committees	

April 10 Filing	01/01/20 through 03/31/20	04/13/20

July 10 Filing	04/01/20 through 06/30/20	07/10/20

7th Day Preceding Primary Filing August 11, 2020 Primary	07/01/20 through 08/02/20	08/04/20²

October 10 Filing	08/03/20 through 09/30/20 Committees that filed 7 th Day Preceding Primary filing	10/13/20
	----- 07/01/20 through 09/30/20 Committees that did not file 7 th Day Preceding Primary filing	

7th Day Preceding General Election Filing November 3, 2020 Election <i>SEEC Form 20 REQUIRED</i>	10/01/20 through 10/25/20	10/27/20^{1,3}

January 10 Filing <i>SEEC Form 20 REQUIRED</i>	10/26/20 through 12/31/20	01/11/21¹

Additional Filing Requirements: If your committee receives a contribution or makes an expenditure in connection with a local or regional referendum/ballot question, any other primary not listed above (e.g., a **March 3, 2020 town committee primary**), or any other election not listed above (e.g., a **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 town committees 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.

Which Form to File: The committee may always use the “Itemized Campaign Finance Disclosure Statement” (SEEC Form 20) 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 20 for a period covered in the 2020 calendar year. For the filings due January 10 and the 7th day preceding the election, the SEEC Form 20 must be used as well as for any filings that come in after those filings or after a SEEC Form 20 has been used.

Committees should keep in mind that if they are eligible and 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 20. 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 20 and reporting that financial activity; (2) amend all subsequent SEEC Form 21’s submitted after that initial SEEC Form 21 to change them into SEEC Form 20’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 20), covering the period laid out in the above calendar. If the committee is not filing by eCRIS, then its first filed itemized statement (SEEC Form 20) 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 on 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 for which the committee spends or receives funds during this time).

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 Commission’s offices 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: Statements are to be filed with the State Elections Enforcement Commission only. 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](#).**

Footnotes:

1. Town committees are required to use the Itemized Campaign Finance Disclosure Statement (SEEC Form 20) for the January 10 filing and the 7th Day Preceding General 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 20, all subsequent filings must be Form 20’s for the remainder of the year.
2. The 7th Day Preceding Primary filing is required to be filed by town committees that have made or received *any* contributions or expended *any* funds or incurred expenditures in connection with a primary, in any amount. The period covered ends *two days* before the filing deadline.
3. The 7th Day Preceding General Election filing is required to be filed by *all* town committees, regardless of whether or not they made contributions or expenditures in connection with an election. The period covered ends *two days* before the filing deadline.

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.