



2009 FILING SCHEDULE For Municipal, District, and County Party Committees

| TYPE OF REPORT | FILING DEADLINE (BY 11:59 P.M.) | REPORT PERIOD |
|--------------------|------------------------------------|----------------------------------|
| July Semiannual | July 15, 2009 | January 1, 2009 – June 30, 2009 |
| January Semiannual | January 19, 2010 | July 1, 2009 – December 31, 2009 |

IMPORTANT INFORMATION

Exemption from Filing. A party committee receiving and spending less than \$1,500 in a calendar year is exempt from the requirement of filing reports. Party committees are not required to begin filing reports in a calendar year until they have reached the \$1,500 threshold. The first report filed in any calendar year must include all contributions received and expenditures made between January 1 of that year and the end date of the reporting period.

Filing Reports. Municipal, district, and county party committees must file campaign finance reports by 11:59 p.m. on the due date. If filing electronically, party committee treasurers must enter the required information and click "File Report" by 11:59 p.m. on the filing deadline. A properly signed report may be faxed to the Commission office by 11:59 p.m. on the deadline, provided that the Commission receives the original report within five calendar days. A report mailed to the Commission by certified or registered mail and postmarked at least 2 days before the filing deadline will not be considered late, even if it is received after the deadline.

Commission staff will be available until 5:00 p.m. on filing deadlines to assist party committees. Failure to seek out timely assistance from staff regarding the filing of reports will not be considered a mitigating circumstance if the report is filed late.