



## 2022 FILING SCHEDULE

### For Traditionally Financed Gubernatorial Candidates

PRIMARY ELECTION: JUNE 14, 2022		GENERAL ELECTION: NOVEMBER 8, 2022
TYPE OF REPORT	DEADLINE	REPORT PERIOD
2021 July Semiannual*	July 15, 2021	Beginning of campaign - January 1 - June 30, 2021
2022 January Semiannual*	January 18, 2022	Beginning of campaign or July 1 - December 31, 2021
42-Day Pre-Primary	May 3, 2022	Beginning of campaign or January 1 - April 26, 2022
11-Day Pre-Primary	June 3, 2022	April 27 - May 31, 2022
42-Day Post-Primary	July 26, 2022	June 1 - July 19, 2022
42-Day Pre-General	September 27, 2022	July 20 - September 20, 2022
11-Day Pre-General	October 28, 2022	September 21 - October 25, 2022
42-Day Post-General	December 20, 2022	October 26 - December 13, 2022
2023 January Semiannual*	January 17, 2023	July 20 - December 31, 2022
2023 July Semiannual*	July 17, 2023	December 14, 2022 or January 1, 2022 - June 30, 2023

Any transaction of \$1,000 or more must be reported within 24 hours during the 13 days preceding each election. Please see reverse for guidance on this requirement.

#### \*SEMIANNUAL REPORTS FOR GUBERNATORIAL CANDIDATES IN THE 2022 ELECTIONS

*Pre-Election Semiannual Reports:* If a campaign becomes financially active in 2021, it may have to file pre-election semiannual reports. If a campaign raises or spends more than \$1,000 by June 30, 2021, it will have to file both the 2021 July and 2022 January Semiannual Report. If a campaign raises or spends more than \$1,000 after June 30, 2021 and before December 31, 2021, it will have to file the 2022 January Semiannual Report. If a campaign does not go over the threshold amount of \$1,000 in 2021, the 42-Day Pre-Primary Report would be the first report filed and covers from the beginning of the campaign through April 26, 2022.

*Post-Election Semiannual Reports:* If a campaign has more than \$100 remaining in unspent cash or unpaid debts or loans after the final post-election report is filed, the campaign must file the next scheduled semiannual report. For candidates who were unsuccessful in the primary election, this would be the 2023 January Semiannual Report. For candidates who participated in the general election, this would be the 2023 July Semiannual Report. Semiannual reports due in July and January would continue to be filed by the campaign until all obligations are paid, and all unspent cash is disposed of, which must take place within four years of the election.

## 24-Hour Reports

24-HOUR REPORTING PERIODS (13 DAYS BEFORE THE ELECTION)	WHEN TO FILE THE REPORT
<p><b>Primary:</b> June 1 – June 13, 2022</p> <p><b>General:</b> October 26 – November 7, 2022</p>	<p><b>Within 24 hours</b>, including weekends and holidays, of receiving the contribution, making the expenditure, incurring the obligation, or placing the order.</p>
WHAT TO REPORT	
<p><b>Expenditures:</b></p> <p>Any single expenditure of \$1,000 or more.</p> <p>Orders placed with or obligations made to vendors for goods or services are considered expenditures at the time the obligations are made. Please refer to the Commission's Rules, Chapter 1, Section 7(3) for more information concerning events which constitute making an expenditure and the timing and reporting of these expenditures.</p>	<p><b>Contributions:</b></p> <p>Any single contribution of \$1,000 or more. This includes contributions from the candidate or candidate spouse/ domestic partner, and a single loan of \$1,000 or more.</p> <p>Please note: For the purposes of filing a Primary Election 24-Hour Report, a contribution of \$1,000 or more for the <u>general</u> election is not required to be filed in the 24-hour reporting period prior to the primary.</p>
<ul style="list-style-type: none"> <li>• All transactions within a single twenty-four hour period can be collected on one 24-Hour Report. A best practice is to set aside a designated time every day during the thirteen days before the election to collect and report all transactions over \$1,000 on a single daily report.</li> <li>• Any maximum contribution (\$1,725) will trigger the reporting requirement during a 24-hour reporting period.</li> <li>• Any unpaid obligation of more than \$1,000 must be reported regardless of when the vendor is paid. This includes the placement of an order for goods and services; a promise or agreement that payment will be made; the signing of a contract for a good or a service; or the delivery of a good or a service even if payment has not been made.</li> <li>• Overhead costs—such as rent, taxes, utilities, and some salary payments—are not required to be reported in a 24-Hour Report.</li> <li>• Unenrolled candidates are required to file 24-Hour Reports for expenditures that meet the threshold during the 13 days preceding the primary, despite not having a primary election themselves.</li> <li>• Any transactions that would meet the requirement for 24-Hour reporting that are not reported until the 42-Day Post election report will be subject to a late-filing penalty.</li> </ul>	
FILING PROCEDURES	
<p>Candidates must file reports electronically on the Commission's website. Candidates or treasurers must enter the required information and click "File Report" <u>by 11:59 p.m. on the filing deadline</u>. The deadline for filing a 24-hour report is <u>no later than twenty-four hours</u> after receiving the contribution or making the expenditure (as described on reverse).</p> <p>Commission staff will be available until 5:00 p.m. on filing deadlines to offer assistance to candidates, treasurers, and campaign staff.</p> <p>Questions? Please contact Commission staff at <a href="mailto:ethics@maine.gov">ethics@maine.gov</a> or at (207) 287-4179 to be connected with your assigned Candidate Registrar.</p>	