



## 2021 FILING SCHEDULE

For all Committee's participating in the March 9, 2021 Special Election

<b>SPECIAL ELECTION March 9, 2021</b>		
TYPE OF REPORT	FILING DEADLINE (11:59 P.M.)	REPORT PERIOD
11-Day Pre-Special Report	February 26, 2021	January 1 - February 23, 2021
42-Day Post-Special Report	April 20, 2021	February 24 - April 13, 2021
July Quarterly Report	July 15, 2021	April 14 - June 30, 2021
October Quarterly Report	October 5, 2021	July 1 - September 30, 2021
January Quarterly Report	January 18, 2021	October 1 - December 31, 2021
<p><b>NEWLY FORMED POLITICAL ACTION COMMITTEES AND BALLOT QUESTION COMMITTEES:</b> All new committees must file an Initial Report within 7 days of registration. For PACs, the Initial Report covers all activity from the beginning of the year through the date of registration. For BQCs, the Initial Report covers all activity from the beginning of the campaign through the date of registration.</p>		
<b>24-HOUR REPORT OF CONTRIBUTIONS AND EXPENDITURES</b>		
24-HOUR REPORTING PERIOD	WHAT CONTRIBUTIONS SHOULD BE REPORTED	
The reporting period begins 13 days before an election and runs through the day before the election.	Any <u>single</u> contribution of \$5,000 or more received during the reporting period.	
WHEN TO FILE	WHAT EXPENDITURES SHOULD BE REPORTED	
Within 24 hours, including Saturdays and Sundays, of receiving the contribution or making the expenditure, incurring the obligation, or placing the order. For Committees registered with the Ethics Commission, the reports may be filed electronically through the Commission's website.	Any <u>single</u> expenditure of \$1,000 or more made during the reporting period. Orders placed with or obligations made to vendors for goods or services are considered expenditures at the time the orders or obligations are made. Overhead costs, such as rent, taxes, utilities and some salary payments are not required to be reported.	

### IMPORTANT INFORMATION

All regular campaign finance reports are due by 11:59 p.m. on the due date. The Commission's office will close at its regularly scheduled time. Committee Treasurers are responsible for filing the campaign finance reports prior to the Commission's office closing or for making other arrangements with the Commission's office. Failure to seek out timely assistance from staff regarding the filing of reports will not be considered a mitigating circumstance if a report is filed late.