



## Notice to a Major Contributor

Please refer to the last page for instructions and filing schedule.

Your organization is receiving this notice because it has contributed to this committee more than \$100,000 in the aggregate for the purpose of initiating or influencing a direct initiative or people's veto referendum campaign. 21-A M.R.S. § 1060-A. Your organization must complete and file a Major Contributor Report with the Maine Ethics Commission by the applicable date, which is based on the date your organization receives this notice (please see the filing chart below). Your organization may obtain the report at the following website ([www.maine.gov/ethics](http://www.maine.gov/ethics)), or by contacting the Maine Ethics Commission directly at (207) 287-4179. Maine election law provides for civil penalties for failing to comply with the major contributor reporting law. Please contact the Maine Ethics Commission directly if you have questions regarding your reporting obligations.

<b>Major Contributor Organization Information</b> <i>(Completed by Recipient PAC/BQC)</i>	
Major Contributor Organization name	
Recipient Committee Name	
Ballot Question Supported/Opposed	
	Supported                      Opposed
Date of First Contribution to Recipient Committee	Date Contribution(s) Received Exceeded \$100,000
Date Notice Mailed	

<b>Regular Reporting Deadlines</b>		
Name of Report	Filing Deadline	If the Notice is received between:
April Quarterly Report	April 10, 2024	January 1 – March 31, 2024
July Quarterly Report	July 15, 2024	April 1 – June 30, 2024
42-Day Pre-Election Report	September 24, 2024	July 1 – September 17, 2024
11-Day Pre-Election Report	October 25, 2024	September 18 – October 22, 2024
January Quarterly Report	January 15, 2025	October 23 – December 31, 2024

<b>Deadline - Last 13 Days before an Election</b>		
Name of Report:	If the Notice is received between:	The Report is due on or before:
2-Day Election Report	During the last 13 days before an election	Within 2 business days of receiving notice.

NOTE: if the Notice is receiving during the last 13 days before a primary, general, or special election then the Report is due within 2 business days and **not** by the due date of a Regular Finance Report.

## Instructions and Definitions for providing Notice to a Major Contributor

**Major Contributor, defined.** A Major Contributor is a person (a business, organization, association, etc., but not an individual) that gives more than \$100,000 in the aggregate to a political action committee or ballot question committee for the purpose of initiating or influencing a people's veto or citizen initiative.

**Contribution, defined.** Funds or anything of value that is given to a committee to initiate or influence a people's veto or citizen initiative.

**Single Filing.** The obligation to provide Notice to a Major Contributor and their obligation to file a Major Contributor Report occurs only once per ballot question. For example, if the Major Contributor had previously filed a report because it exceeded the \$100,000 threshold and then subsequently provided an additional \$100,001 to the recipient committee for the same initiative, a second notice/report is not required.

**Ballot Questions.** The \$100,000 threshold applies per ballot question. A Major Contributor could give the same recipient committee \$75,000 for one ballot question and an additional \$75,000 for a different ballot question without being required to file a Major Contributor Report. If, however, the Major Contributor was required to file a report for one ballot question and then contributes over \$100,000 for another ballot question, then the recipient committee must provide notice to the Major Contributor a second time.

**Timing of Notice.** The recipient committee must notify the Major Contributor within 5 days of having received contributions from the Major Contributor exceeding the \$100,000 threshold. If the threshold is exceeded within 13 days before an election, then the committee must notify the Major Contributor in writing within 24 hours.

**Service.** The recipient committee may send the Notice by mail, email, or fax to the Major Contributor. A copy of the Notice and proof of service should be retained by the Recipient Committee. The Commission staff recommends that if the Notice is mailed, the committee use certified rather than regular mail.

**Providing a Copy to the Commission.** The recipient committee is also required to deliver a copy of the notice to the Commission.

**Penalties.** If the recipient committee fails to provide timely notice to the Major Contributor, then the recipient committee may be liable for a penalty of 10% of the total contributions from the Contributor up to a maximum of \$50,000.