



2016 FILING SCHEDULE

For Maine Clean Election Act Legislative Candidates

PRIMARY ELECTION: JUNE 14, 2016
GENERAL ELECTION: NOVEMBER 8, 2016

TYPE OF REPORT	FILING DEADLINE (BY 11:59 P.M.)	REPORT PERIOD
Seed Money Report*	April 20, 2016	Date of first seed money contribution – date of certification request For Senate candidates who filed a <u>Semiannual Report*</u> : January 1, 2016 – date of certification request
11-Day Pre-Primary	June 3, 2016	End of Seed Money Report — May 31, 2016
42-Day Post-Primary	July 26, 2016	June 1 — July 19, 2016
42-Day Pre-General	September 27, 2016	July 20 — September 20, 2016
11-Day Pre-General	October 28, 2016	September 21 — October 25, 2016
42-Day Post-General	December 20, 2016	October 26 — December 13, 2016

*PLEASE NOTE: Senate candidates collecting more than \$500 in seed money contributions in 2015 must file a 2016 January Semiannual campaign finance report by 11:59 p.m. on January 15, 2016 showing all seed money contributions and expenditures through December 31, 2015.

24-HOUR REPORTS

24-HOUR REPORTING PERIODS (13 DAYS BEFORE THE ELECTION)	WHAT TO REPORT	WHEN TO FILE
Primary: June 1 – June 13, 2016 General: October 26 – November 7, 2016	Any single expenditure of \$1,000 or more. Orders placed with or obligations made to vendors for goods or services are considered expenditures at the time the obligations are made.	<u>Within 24 hours</u> , including weekends and holidays, of making the expenditure, incurring the obligation, or placing the order.

HOW TO FILE REPORTS

Using the Commission's Website. Candidates who receive or expect to receive at least \$1,500 for their campaigns must file reports electronically on the Commission's website. Candidates or treasurers must enter the required information and the treasurer must click "File Report" by 11:59 p.m. on the filing deadline. Candidates who lack access to the technology or the technological ability to file reports on the internet may request a waiver by April 15, 2016. The Commission will grant all reasonable requests.

Using Paper Forms. For candidates who are not required to file electronically, each original campaign finance report signed by the candidate and treasurer must be properly filed with the Commission by the filing deadline, except in two circumstances. A properly signed report may be faxed to the Commission office at (207) 287-6775 by 11:59 p.m. on the deadline, provided that the Commission receives the original report within 5 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 offer assistance to candidates and campaign staff.