

**DATES FOR REPORTS ON ALL CONTRIBUTIONS
RECEIVED AND EXPENDITURES MADE ON
BEHALF OF A CANDIDATE
(F.S. 106.07)**

PRIMARY ELECTION: Tuesday, August 14, 2012
GENERAL ELECTION: Tuesday, November 6, 2012

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Forms DS-DE-12, DS-DE-13, & DS-DE-14

Each campaign treasurer shall file regular reports of all contributions received and all expenditures made by or on behalf of the candidate. **Reports shall be filed not later than 5:00 p.m. on the day designated** in the City Clerk's Office (or U.S. Postal Service postmark or Proof of Mailing, or receipt from established courier service, no later than midnight of due day) as follows:

a) Except for the third calendar quarter immediately preceding a General Election, Reports shall be filed on the 10th day following the end of the calendar quarter from the time the Campaign Treasurer is appointed. **Report for contributions & expenditures during October, November, and December is due January 10th. Report for contributions & expenditures during January, February, and March is due April 10th. Report for contributions & expenditures during April, May, and June is due July 10th.**

b) Following the last day of qualifying for office (June 8, 2012), Reports shall be filed on the 32nd, 18th, and 4th days immediately preceding the Primary Election:

<u>Due Dates</u>	<u>Covering Period</u>
Friday, July 13, 2012	July 1 - July 6
Friday, July 27, 2012	July 7 - July 20
Friday, August 10, 2012	July 21 - August 9

c) Reports shall be filed on the 46th, 32nd, 18th, and 4th days immediately preceding the General Election:

Due Dates

Covering Period

Friday, September 21, 2012
Friday, October 5, 2012
Friday, October 19, 2012
Friday, November 2, 2012

August 10 - September 14
September 15 - September 28
September 29 - October 12
October 13 - November 1

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Waiver of Report - Form DS-DE-87 - In any reporting period when there has been no activity in the account (no funds expended or received), the filing of the required report is waived. HOWEVER, the filing officer must be notified in writing on the prescribed reporting date that no report is being filed. (F.S. 106.07(7))

Any contribution received by a candidate with opposition in an election on the date of that election or less than 5 days prior to the day of that election shall be returned to the contributor and shall not be used or expended by or on behalf of the candidate. (F.S. 106.08(3)(a))

Any contribution received by a candidate after the date the candidate is defeated, becomes unopposed, or is elected to office, shall be returned to the contributor and shall not be used or expended by or on behalf of the candidate. (F.S. 106.08(3)(b))

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Following the last day qualifying for office, any candidate who is unopposed need only file a report within 90 days after the date such candidate became unopposed. Such report shall contain all previously unreported contributions and expenditures and shall reflect disposition of funds as required in F.S. 106.141. **The report is due September 6, 2012.** (F.S. 106.07(1)(c))

Each candidate shall, within 90 days after having become unopposed, withdraws his candidacy, been eliminated, or elected to office, dispose of funds in his campaign account and file a

report showing how any remaining funds were spent. (F.S. 106.141)

For those candidates either elected or defeated in the November 6th Election, the Report is due February 4, 2013.

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PENALTY FOR LATE FILING

Any candidate failing to file a report on the designated due date shall be subject to a fine of \$50 per day for the first three days late and, thereafter, \$500 per day for each late day, not to exceed 25% of the total receipts or expenditures, whichever is greater, for the period covered by the late report. However, for the reports immediately preceding the election, the fine shall be \$500 per day for each late day, not to exceed 25% of the total receipts or expenditures, whichever is greater, for the period covered by the late report. Such fine shall not be an allowable campaign expenditure, and shall be paid only from personal funds of the candidate. (F.S. 106.07(8))