

## IMPORTANT DATES

### NOVEMBER 3, 2020 GENERAL ELECTION

Chapter 106 Florida Statutes, regulating campaign financing in state and local elections, requires periodic reports of all campaign financial activities. All candidates are strongly urged to be familiarized with Chapter 106, Florida Statutes.

#### CAMPAIGN TREASURER'S REPORTS Reporting Dates

##### Monthly Reports:

Reports shall be filed no later than the 10th day following the end of a calendar month from the time the Campaign Treasurer is appointed, except that if the 10th day following the end of a calendar month occurs on a Saturday, Sunday, or legal holiday, the report shall be filed on the next following day that is not a Saturday, Sunday, or legal holiday. [F.S. 106.07(1)] Additionally, reports must be filed on the 25th, 11th, and the 4th days preceding the Election (Division of Elections Formal Opinion 98-03)

<b>DUE DATE:</b>	<b>Reporting Periods:</b>
September 10, 2020	8/1/2020 – 8/31/2020
October 09, 2020	9/1/2020 – 9/30/2020 (25 days prior to General Election)
October 23, 2020	10/01/2020–10/22/2020 (11 days prior to General Election)
October 30, 2020	10/23/2020–10/30/2020 (4 days prior to General Election)
November 3, 2018	Election Day

##### Termination Reports:

Within 90 days after having withdrawn, become unopposed, been eliminated or elected to office, each candidate shall dispose of all funds in the campaign account and file a termination report. [F.S. 106.141(1)]

<b>DUE DATE:</b>	<b>Reporting Periods:</b>
February 3, 2020	11/03/2020 – 2/03/2021 (Termination Report 90 Days after General Election)

##### Failure to Report:

Failure to file a report on the designated due date shall subject the candidate to a fine of \$50 per day for the first 3 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 each primary and general 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, as provided in F.S. Section 106.07(8)(b).

Filing Reports Electronically: Campaign Treasurer's Reports must be filed with the Village of Biscayne Park Clerk's Office in person at Village Hall, 600 NE 114<sup>th</sup> Street, Biscayne Park, FL 33161 or via e-mail to [villageclerk@biscayneparkfl.gov](mailto:villageclerk@biscayneparkfl.gov). Online submissions must be received no later than midnight of the day designated, per F.S. 106.0705(3).

## **CAMPAIGN FINANCE FORMS**

- **DS-DE 12 Campaign Treasurer's Report**
- **DS-DE 13 Itemized Contributions**
- **DS-DE 14 Itemized Expenditures**
- **DS-DE 87 Waiver of Report**
- Miami-Dade County Guidelines to Successful Campaign Treasurer's Report
- Common Reporting Compliance Errors