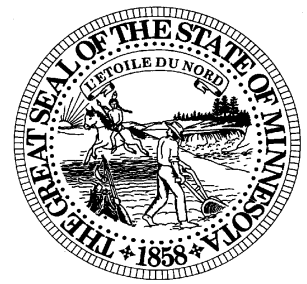


Minnesota

Campaign Finance and Public Disclosure Board



May 22, 2018

Dear House of Representatives Candidate:

The forms and information enclosed in this packet are to assist you in meeting the requirements of Minnesota Statutes Chapter 10A, which governs campaign finance and disclosure in Minnesota. As a candidate for election, you will be required to meet various statutory requirements and deadlines. Please review this letter and the enclosed disclosure calendar for information about other deadlines and requirements.

UPCOMING CRITICAL DEADLINES:

- **WITHIN 14 DAYS AFTER YOU FILE AN AFFIDAVIT OF CANDIDACY** - You must complete and file the Economic Interest Statement. An Economic Interest Statement is required by statute from each candidate filing for state representative. Even incumbent candidates who already have an Economic Interest Statement on file with the Board must file a new statement within 14 days of filing for office.
- **JULY 24, 2018, PUBLIC SUBSIDY AGREEMENT** - The last day you may complete and file the Public Subsidy Agreement if you wish to be eligible to receive a public subsidy payment. Please read the Agreement carefully. Once the Agreement is signed, it may not be rescinded.
- **JULY 30, 2018, AFFIDAVIT OF CONTRIBUTIONS** - The last day you may complete and file the Affidavit of Contributions. In order to file the Affidavit, you must accumulate between January 1, 2017, and July 23, 2018, at least \$1,500 in cash contributions. Only the first \$50 received from individual contributors who are eligible to vote in this state may be counted towards this amount.

Receiving the qualifying contributions and filing the Affidavit are two of the requirements to receive a public subsidy payment. Please note that the deadline for collecting contributions that count towards the qualifying amount is one week earlier than the deadline for filing the Affidavit with the Board. In-kind contributions and anonymous contributions may not be counted towards the qualifying amount. The Affidavit may be filed using Campaign Finance Reporter, the free reporting software provided by the Board.

- **WITHIN 14 DAYS AFTER RAISING OR SPENDING MORE THAN \$750** (other than your own personal funds) to influence your nomination or election you must complete and file a Registration and Statement of Organization with the Board. If you have not already formed a principal campaign committee a registration form is included in this packet.
- **JULY 30, 2018, FIRST REPORT OF RECEIPTS AND EXPENDITURES DUE** This Report of Receipts and Expenditures is the first of two scheduled campaign finance reports filed with the Board during 2018. This report covers the period of January 1, 2018, through July 23, 2018.
- **ELECTRONIC FILING REQUIRED** All state house candidates are required to file the periodic Report of Receipts and Expenditures electronically. The Board provides at no charge the Campaign Finance Reporter Software. The software may be downloaded from the Board's website at <https://cfb.mn.gov/> - click on the Filer Resources menu option, and then select Campaign Finance Reporter download page.

Continued on back

- **CANDIDATE/TREASURER TRAINING** – The Board offers classes for committees using Campaign Finance Reporter and general compliance training for all committees. See the enclosed schedule for training offered in June. Please visit the Board website at <https://train.cfb.mn.gov/training/> for the date and time of classes that will be scheduled for later in the year. You may sign up for a class on the website. There is no charge to attend. The Board also offers web based training videos on compliance issues and using the Campaign Finance Reporter Software at the Board's website. Click on the Filer Resources menu option, and then under Education and Tools select Online Videos.

Forms Included in This Packet

- **2018 Contribution and Expenditure Limits**
- **2018 Disclosure Calendar**
- **Economic Interest Statement**
- **Campaign Committee Registration Form**
- **Public Subsidy Agreement**
- **June Training Schedule**

If you have questions about this packet, please call Melissa Stevens, Compliance Officer, at 651-539-1188, or melissa.stevens@state.mn.us.

Sincerely,



Jeff Sigurdson
Executive Director

This document is available in alternative formats to individuals with disabilities by calling 651-539-1180; 800-657-3889; or through the Minnesota Relay Service at 800-627-3529.

2017 – 2018 ELECTION CYCLE SEGMENT CONTRIBUTION AND CAMPAIGN EXPENDITURE LIMITS

All contribution limits apply to the total of cash contributions, in-kind contributions, and loans received during the two-year period from January 1, 2017, through December 31, 2018.

Individual and Candidate Contribution Limits. Applies to the aggregate of contributions received during 2017 and 2018 from an individual, political committee, or a political fund (excluding political party units) and from the candidate's personal funds.

Office	2017 - 2018 Contribution Limit Total Amount for Two-Year Period	2017 – 2018 Candidate's Personal Contribution Limit - Total Amount for Two-Year Period (applicable only to candidates who have signed a public subsidy agreement)
Governor/Lt. Governor	\$4,000	\$20,000
Attorney General	\$2,500	\$12,500
Secretary of State and State Auditor	\$2,000	\$10,000
Senate	\$1,000	\$5,000
House of Representatives	\$1,000	\$5,000
Judicial Office	\$2,500	Not applicable

Aggregate Political Party Unit and Terminating Principal Campaign Committee Contribution Limits.

Applies to the aggregate of contributions received during 2017 and 2018 from all political party units and terminating principal campaign committees. Party units include a party caucus in the legislature, a state party, and party units in legislative districts, congressional districts, counties, municipalities, and precincts in aggregate.

Office	2017 - 2018 Political Party and Terminating Committee Contribution Limit Total Amount for Two-Year Period
Governor/Lt. Governor	\$40,000
Attorney General	\$25,000
Secretary of State, State Auditor	\$20,000
Senate	\$10,000
House of Representatives	\$10,000
Judicial Office	\$25,000

Aggregate contribution limits. All candidates (except judicial candidates) are subject to an aggregate contribution limit. This limit is not dependent on the signing of a public subsidy agreement. The aggregate contribution limit does not increase for first-time candidates or for candidates who do not sign a public subsidy agreement. This limit applies to the aggregate of all contributions and loans from:

- lobbyists,
- political committees or political funds, and
- associations not registered with the Board

Office	Aggregate Limit for 2017 -2018 Election Cycle Segment
Governor/Lt. Governor	\$763,500
Attorney General	\$130,900
Secretary of State, State Auditor	\$87,300
Senate	\$6,600
House of Representatives	\$13,100

CAMPAIGN EXPENDITURE LIMITS FOR 2017 – 2018 ELECTION CYCLE SEGMENT

All expenditure limits apply to the total campaign expenditures incurred during the two-year period from January 1, 2017, through December 31, 2018. All expenditure limits apply only to candidates who sign a public subsidy agreement.

Office	A 2017 - 2018 Base Spending Limit	B 2017 – 2018 Limit for Candidate Running for Office for the First Time	C 2018 Limit for candidate with closely contested primary	D 2018 Limit for first time candidate with closely contested primary
Governor/Lt. Governor	\$3,817,700	\$4,199,470	\$4,581,240	\$5,039,364
Attorney General	\$654,600	\$720,060	\$785,520	\$864,072
Secretary of State, State Auditor	\$436,400	\$480,040	\$523,680	\$576,048
Senate	\$32,800	\$36,080	NA	NA
House of Representatives	\$65,500	\$72,050	\$78,600	\$86,460

Spending limit. The spending limit includes the total of:

1. Monetary campaign expenditures,
2. In-kind campaign expenditures, and
3. Unpaid campaign expenditures.

Election Cycle Segments. The spending limit is higher in a two-year segment during which an election is held for the office sought.

First-Time Candidate. A candidate is eligible for a 10% increase in the base campaign expenditure limit if the following conditions are met:

1. The candidate has not previously held the same office. For the legislature the office is House of Representatives or State Senate, without regard to any specific district.
2. The candidate has not previously been on the primary or general election ballot for that office.
3. The candidate has not in the past 10 years raised or spent more than \$750 in a run for any other office whose territory now includes a population that is more than one-third of the population in the territory of the office the candidate is now seeking.

Closely Contested Primary election. A candidate is eligible for a 20% spending increase for having a closely contested primary election if the following conditions are met:

1. The candidate won the primary election, and had at least one opponent in the primary election,
2. The candidate received fewer than twice as many votes as any one of the opponents in the primary. The closely contested primary spending increase is available for use only after the primary election.

This document is available in alternative formats to individuals with disabilities by calling 651-539-1180; 800-657-3889; or for TTY/TDD communications contact us through the Minnesota Relay Service at 800-627-3529.



2018 Disclosure Calendar for Candidates for House and District Courts

Minnesota Campaign Finance and Public Disclosure Board

Please Note: This calendar does not apply to legislative or district court candidates who are not filing for office in 2018.

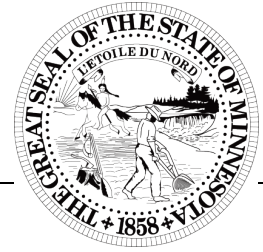
January 31	2017 Year-end Report of Receipts and Expenditures due. Period covered: 1/1 through 12/31/2017.
February 1	\$25 per day late filing fee begins for failure to file the Year-end Report of Receipts and Expenditures.
February 20 through May 21	Legislative session. House candidates may not accept contributions from political committees, political funds, lobbyists, or unregistered associations. This prohibition applies to incumbent and non-incumbent candidates, but does not apply to judicial and special election candidates.
May 22	Publication of estimates of election year 2018 public subsidy amounts available for House candidates.
May 22	Candidate filing period opens to run for office. House candidates must file a Statement of Economic Interest within 14 days after filing for office. Judicial candidates must file a Statement of Economic Interest within 60 days after taking the oath of office.
June 5	Last day for candidates to file to run for office.
June 19	Notification to House candidates of the minimum amount of public subsidy they may expect to receive.
July 20	60 th day after the legislature adjourned. Constituent services by House candidates (incumbents only) after this date are reported as 100% campaign expenditures.
July 23	Last day for House candidates to raise contributions to qualify for public subsidy.
July 23	Last day of transactions included in the First Report of Receipts and Expenditures.
July 24	Last day for House candidates to sign and file a Public Subsidy Agreement.
July 24 through August 13	24 Hour Reporting of Large Contributions – Pre-Primary-Election Contributions and loans from any one source totaling more than \$500 for House candidates and more than \$400 for district court candidates must be reported to the Board in person by the end of the next business day after receipt or by electronic means within 24 hours after receipt and also on subsequent Reports of Receipts and Expenditures for the year. Failure to file the notice on time will result in a \$50 per day late filing fee. Note: Candidates who are unopposed at the primary election do not need to report large contributions during this period.
July 30	Last day to file an Affidavit of Contributions to qualify for public subsidy.
July 30	First Report of Receipts and Expenditures due - Pre-Primary-Election. Period covered: 1/1 through 7/23/2018.
July 31	\$50 per day late filing fee begins for failure to file the First Report of Receipts and Expenditures.

August 14	PRIMARY ELECTION
August 28	Public subsidy payment distributed to eligible candidates not later than one week after the canvassing board certification of the primary election.
October 22	Last day of transactions included in the Second Report of Receipts and Expenditures.
October 23 through November 5	24 Hour Reporting of Large Contributions – Pre-General-Election Contributions and loans from any one source totaling more than \$500 for House candidates, and more than \$400 for district court candidates, must be reported to the Board in person by the end of the next business day after receipt or by electronic means within 24 hours after receipt and also on subsequent Reports of Receipts and Expenditures for the year. Failure to file the notice on time will result in a \$50 per day late filing fee. Note: Candidates who lost the primary election do not need to report large contributions during this period.
October 29	Second Report of Receipts and Expenditures due - Pre-General-Election. Period covered: 1/1 through 10/22/2018. Note: Candidates who lost the primary election do not need to file this report.
October 30	\$50 per day late filing fee begins for failure to file the Second Report of Receipts and Expenditures.
November 6	GENERAL ELECTION
December 31	Public subsidy agreements expire.
2019	
January 31	2018 Year-end Report of Receipts and Expenditures due. Period covered: 1/1/2018 through 12/31/2018.
February 1	\$25 per day late filing fee begins for failure to file the Year-end Report of Receipts and Expenditures.

Campaign Finance & Public Disclosure Board

190 Centennial Office Building, 658 Cedar St, St Paul, MN 55155

cfb.mn.gov



Original Statement of Economic Interest for Candidates for Elective Office

Filing instructions

(General instructions for completing the form are on page 2)

- The statement must be filed with the Campaign Finance and Public Disclosure Board within 14 days after a candidate files an affidavit of candidacy.
- Late fees will accrue for a statement not received by the due date.
- This form may be filed by mail to the address above, by email to cfb.eis@state.mn.us, or by fax to 651-539-1196 or 800-357-4114.
Fax filers: Keep the original and a fax confirmation notice as proof of timely filing.
- All information on this statement is public information and may be published on the Board's website.
- It is unlawful to use information filed with the Board for commercial purposes.
- Board staff may be reached by telephone at 651-539-1184 or 800-657-3889 or by email at cfb.eis@state.mn.us.

Candidate information

Employment information

Name		Occupation
Address at which you wish to receive mail from the Board (You may use either a home or business address)		Name of employer (Also include any employer as a source of compensation on page 3. Indicate here if self-employed or unemployed.)
City, state, zip		Business address (This address will be posted on the Board's website)
Telephone (Daytime)		Business city, state, zip
Office sought	District #	Email address

Certification

I, _____, certify that the information contained on this form, including information on the schedules on page 3, is complete, true, and correct.
(Print or type name)

Signature

Date

Notice: Any person who signs and certifies to be true a statement which the person knows contains false information or omits required information is subject to a civil penalty imposed by the Board of up to \$3,000 and is subject to criminal prosecution for a gross misdemeanor.

This document is available in alternative formats to individuals with disabilities by calling 651-539-1180 or 800-657-3889 or through the Minnesota Relay Service at 800-627-3529.

General instructions

Occupation

Your occupation is your usual trade, profession, or employment. It includes categories such as homemaker, student, and retired.

Reporting period

The reporting period begins on the first day of the calendar month before the date you filed your affidavit of candidacy and runs through the date that you filed.

Reporting sources of compensation

Based on the definitions below, list all businesses from which you received more than \$250 in compensation in any calendar month during the reporting period. Include any employer listed on page 1.

"Business" means an association, corporation, partnership, limited liability company, limited liability partnership, or other organized legal entity including a government agency. An individual acting alone in the individual's own capacity, such as in the form of a sole proprietorship, is not a business for purposes of this statement.

"Compensation" means any payment for labor or personal services as a director, officer, owner, member, partner, employer, or employee of a business. Compensation also includes payment of honoraria. Compensation does not include payments that do not result from the performance of services, such as rental income social security payments, unemployment compensation, workers' compensation, pension benefits, or insurance benefits.

Reporting business or professional activity categories

List the following information:

- 1) The business or professional activity category of each business from which you received more than \$250 in any calendar month as an employee if you also own 25% or more of that business; and
- 2) Any business or professional activity category in which you received compensation of more than \$2,500 in the past 12 months as an independent contractor.

The business and professional activity categories are listed on page 4. You may abbreviate a word as long as the abbreviation sufficiently identifies the category that you are reporting.

Reporting securities

"Securities" means stocks, shares, bonds, warrants, options, pledges, notes, mortgages, annuities, debentures, leases, and commercial paper. "Securities" does not include mutual funds.

List all businesses in which you individually or jointly held securities valued at more than \$10,000 at any time in the reporting period. Use the definition of business in the compensation section above. For securities in a business, list the complete legal name of the business, not the business's stock market abbreviation. Do not list the value of the securities.

Include securities held in Individual Retirement Accounts, deferred compensation plans, 401(k) accounts, or similar plans. Do not include mutual funds or securities held in defined benefit pension plans.

Reporting real property

Do not report your homestead. Report interests in all other real property located in Minnesota that you held individually or jointly on the date you filed your affidavit of candidacy. You must report the following interests: a fee simple interest (you are an owner, even if you owe a mortgage), a mortgage that you hold as a seller, or a contract for deed as a buyer or seller.

Report an option to buy if the value of the option is more than \$2,500 or if the fair market value of the optioned property is more than \$50,000 even if the value of the option itself is \$2,500 or less.

For each property list the county in which the property is located. Also list the complete property address. The complete property address is the street address and city, or if the property does not have a street address, the section, township, and range where the property is located and the approximate acreage.

Waiver of reporting of second residence

Upon written request and for good cause shown, the Board may waive the requirement that a candidate disclose the address of real property that serves as a secondary residence of the candidate. Contact Board staff if you want to request this waiver.

Reporting pari-mutuel horseracing interests

Report any investment, ownership, or interest in property connected with pari-mutuel horse racing in the United States or Canada, including a race horse. Include any direct or indirect, partial or full interest held by you or an immediate family member.

Attach additional pages if necessary to complete any of these schedules.

Sources of compensation

----- Check each applicable box -----

Name of source	Director	Officer	Owner	Member	Partner	Employer	Employee	Honorarium

Business or professional activity categories

----- Check the applicable box -----

Business or professional activity category (See page 4)	Employee: \$250 in income in month and owns 25% or more of business	Independent contractor: More than \$2,500 in compensation

Securities

Name of business in which security is held	Name of business in which security is held

Real property

----- Check one -----

County	Street address and city; or section, township, and range	Own	Mortgage (Held as seller)	Contract for deed (As buyer or seller)	Option to buy - option worth more than \$2,500	Option to buy - property worth more than \$50,000	Acreage (If applicable)

Pari-mutuel horse racing interests

----- Check one -----

	Partial interest	Full interest	Description of interest (Horse, stable, etc.)
Official direct interest			
Official indirect interest			
Family interest			

Business and professional activity categories

Use these categories for the business or professional activity category section on page 3. If you need more information to decide which category to use, please see the chart on the Internal Revenue Service website at <http://www.irs.gov/instructions/i1040sc/ch02.html#d0e1929>.

Accommodation
Administrative and Support Services
Agriculture, Forestry, Hunting, & Fishing
Agriculture & Forestry Support Activities
Amusement, Gambling, & Recreation Industries
Broadcasting (except Internet) & Telecommunications (including internet service providers)
Construction of Buildings
Construction - Heavy and Civil Engineering
Construction - Specialty Trade Contractors
Credit Intermediation & Related Activities
Data Processing Services (including internet publishing)
Educational Services
Food Services & Drinking Places
Health Care - Ambulatory Health Care Services
Health Care - Hospitals
Health Care - Nursing & Residential Care Facilities
Information (publishing industries except internet)
Insurance Agents, Brokers, & Related Activities
Manufacturing - Chemical
Manufacturing - Food
Manufacturing - Leather & Allied Product
Manufacturing - Nonmetallic Mineral Product
Manufacturing - Other
Mining
Motion Picture & Sound Recording
Museums, Historical Sites, & Similar Institutions
Performing Arts, Spectator Sports, & Related Industries
Personal & Laundry Services
Professional, Scientific, & Technical Services (Architectural, Engineering, & Related Services)
Professional, Scientific, & Technical Services (Computer Systems Design & Related Services)
Professional, Scientific, & Technical Services (Legal, Accounting, Payroll, & Tax Preparation Services)
Professional, Scientific, & Technical Services (Specialized Design Services)
Professional, Scientific, & Technical Services (Other)
Real Estate
Religious, Grantmaking, Civic, Professional, & Similar Organizations
Rental & Leasing Services
Repair & Maintenance Services
Retail - Building Material & Garden Equipment & Supplies Dealers
Retail - Clothing & Accessories Stores
Retail - Electronic & Appliance Stores
Retail - Food & Beverage Stores
Retail - Furniture & Home Furnishing Stores
Retail - Gasoline Stations
Retail - General Merchandise Stores
Retail - Health & Personal Care Stores
Retail - Motor Vehicle & Parts Dealers
Retail - Sporting Goods, Hobby, Book, & Music Stores
Retail - Miscellaneous Store Retailers
Retail - Nonstore Retailers
Securities, Commodity Contracts, & Other Financial Investments & Related Activities
Social Assistance
Transportation
Transportation (couriers and messengers)
Unclassified Establishments (unable to classify)
Utilities
Warehousing & Storage Facilities
Waste Management & Remediation Services
Wholesale Trade - Merchant Wholesalers - Durable Goods
Wholesale Trade - Merchant Wholesalers - Nondurable Goods
Wholesale Electronic Markets and Agents & Brokers

Campaign Finance and Public Disclosure Board

190 Centennial Office Building, 658 Cedar St, St Paul, MN 55155 <https://cfb.mn.gov/>



Registration and Statement of Organization Principal Campaign Committee

under Minn. Stat. §§ 10A.14 and 10A.19

Instructions

- This statement is due at the Campaign Finance and Public Disclosure Board office within 14 days after the Candidate raises or spends in excess of \$750, or within 10 days after any change in previously filed information.
- All required sections must be filled in before the committee can be registered.
- This form may be emailed to cf.board@state.mn.us or faxed to 651-539-1196; 800-357-4114
- All information on this form or report is public information and may be published on the Board's website at <https://cfb.mn.gov/>
- It is unlawful to use this information for commercial purposes.
- Do not use pencil or red ink.
- Board staff may also be reached by phone at 651-539-1187 or 800-657-3889 or by email at cf.board@state.mn.us

Registration

New Registration

Amendment: Registration No. _____

Candidate

Candidate name	
Address (Line 1)	
Address (Line 2)	
City, state, zip	
Telephone (Daytime)	Email address (Required, or write "No email")

Office sought

Constitutional office (Specify) _____ Senate: Distr # _____ House of Representatives: Distr # _____
 Supreme Court Appeals Court District Court: Distr # _____ Seat # _____

Party affiliation

Democratic Farmer Labor Grassroots-Legalize Cannabis Party Independence Party Minnesota Libertarian Party Minnesota
 Republican Party Minnesota Green Party Minn Legal Marijuana Now Party Other _____

This document is available in alternative formats to individuals with disabilities by calling 651-539-1180; 800-657-3889; or through the Minnesota Relay Service at 800-627-3529.

Minnesota Campaign Finance and Public Disclosure Board

PUBLIC SUBSIDY AGREEMENT House of Representatives

Candidate's Name	
Office Sought House of Representatives	District
Telephone with area code	Email address
Committee registration number	

Terms of Agreement:

As a candidate for the House of Representatives, I wish to participate in Minnesota's public subsidy system, which consists of a political contribution refund program and a program of direct payments to candidates. I understand that signing this agreement does not guarantee that I will receive direct payments under that portion of the public subsidy system. As a condition of participating in the public subsidy programs, I hereby agree to the following:

1. I and my principal campaign committee will abide by the statutory campaign expenditure limit for a House of Representatives candidate through December 31, 2018. I understand that campaign expenditures includes the total of my committee's monetary campaign expenditures, in-kind campaign expenditures, and unpaid campaign expenditures during the two-year election cycle and that the base expenditure limit for my committee during the 2017 - 2018 election cycle is currently \$65,500.
2. I will not contribute to my principal campaign committee more than \$5,000 in total during the two-year period from January 1, 2017, through December 31, 2018. I understand that my contribution total includes my cash and in-kind contributions and the outstanding balance of any loans I make to my principal campaign committee.
3. My principal campaign committee will return with its 2018 year-end Report of Receipts and Expenditures the amount of public subsidy received (if any) that exceeds my actual campaign expenditures.
4. I and my principal campaign committee will make no independent expenditures.
5. I and my principal campaign committee will comply with Minnesota Statutes section 10A.38, which relates to closed captioning for deaf and hard-of-hearing persons.

I have read and understand this Agreement and I understand that it is a binding legal contract. I know that once I sign and file it, I may not cancel or rescind it even if I do not meet the other requirements to receive direct payments of public subsidy.

Signature of candidate

Date signed

Statement of qualification for first-time candidate campaign expenditure limit increase (see instructions). I have reviewed the requirements for a first-time campaign expenditure increase and by signing below; I claim eligibility for this increase.

Signature of candidate

Date signed

PUBLIC SUBSIDY AGREEMENT

House of Representatives

Why file this agreement. This agreement must be completed and filed by candidates for legislative office as a condition of eligibility for the political contribution refund program and the direct payments program of the Minnesota public subsidy system. You may not issue political contribution refund receipts until you sign and file this agreement.

How to file this agreement. This agreement may be filed by mailing it to: Campaign Finance and Public Disclosure Board, 658 Cedar St, Suite 190, St. Paul, MN 55155. It may also be filed by fax to 651-539-1196 or 800-357-4114 or by email to cf.board@state.mn.us.

You must confirm the filing of this agreement. An agreement that is lost in the mail or is the subject of a failed or unreceived fax or email is not a filed agreement. After you file this agreement, you should confirm its receipt and filing by the Board. You may do this by checking the candidate information link on the Board's website at <https://cfb.mn.gov/> or by calling 651-539-1187.

Deadline: To qualify for participation in the direct payments portion of the public subsidy system, this agreement must be signed and filed with the Board no later than July 24, 2018.

For assistance: Questions may be directed to Board staff at 651-539-1187 or 800-657-3889.

Additional requirements to qualify for direct payments of public subsidy

Signing and filing this public subsidy agreement is just one step in qualifying for direct public subsidy payments. To be eligible to receive direct payments of public subsidy funds you must also:

1. Raise at least \$1,500 in monetary contributions between January 1, 2017, and July 23, 2018, from persons eligible to vote in Minnesota. To count a contribution in this total:
 - You must have the name and address of the contributor, no matter how small the contribution;
 - You may count only the first \$50 received from each contributor; and
 - You may not count in-kind contributions.
2. File, no later than July 30, 2018, an Affidavit of Contributions verifying that the required amount of qualifying contributions was received.
3. Be on the general election ballot either because you won the primary election or you had no opponent in the primary election.

Spending limit increase for candidates running for office for the first time

The spending limit is increased by 10% for a candidate who has not previously held the same office, whose name has not previously been on the primary or general election ballot for that office, and who has not in the past 10 years raised or spent more than \$750 to run for any other office whose territory now includes a population that is more than one-third of the population in the territory of the new office.

If you meet the above requirements for a spending limit increase, sign the statement of qualification for the first-time candidate campaign expenditure limit increase at the bottom of the public subsidy agreement form.

Closed captioning

As a condition of eligibility for the public subsidy programs, you agree to provide closed captioning for deaf and hard-of-hearing persons, as required by Minnesota Statutes section 10A.38. This statute requires closed captioning on all professionally produced visual or audio recordings of two minutes or less produced for the purpose of influencing the nomination or election of the candidate by broadcast television, cable television, candidate's web site, and radio. For radio spots, the captioning may be posted on the candidate's website. If the candidate cannot or chooses not to provide closed captioning, the candidate must file a statement with the Board setting forth the reasons for not doing so before the advertisement is disseminated.

This document is available in alternative formats to individuals with disabilities by calling 651-539-1180 or 800-657-3889; or for TTY/TDD communications contact us through the Minnesota Relay Service at 800-627-3529.

Campaign Finance and Public Disclosure Board

UPCOMING TRAINING CLASSES

COMPLIANCE

Principal Campaign Committees, Political Party Units and Political Committees and Funds

An overview of Minnesota's campaign finance compliance regulations. This session is highly recommended for first-time candidates and first-time treasurers.

Monday, June 4, 2018

10:00 AM -- 12:30 PM
Rochester Community & Tech. College
Heintz Center Campus - Room HA 102
1926 College View Road SE
Rochester, MN 55904

Thursday, June 7, 2018

10:00 AM – 12:30 PM
Bethany Lutheran College
Honsey Hall Room 239
700 Luther Drive
Mankato, MN 56001

Monday, June 11, 2018

1:00 PM – 3:30 PM
Minnesota State – Fergus Falls
Conference Room S436
1414 College Way
Fergus Falls, MN 56537

Tuesday, June 12, 2018

10:00 AM – 12:30 PM
Southwest Minnesota State University
SMSU Conference Center—Upper Level
1501 State Street
Marshall, MN 56258

Wednesday, June 13, 2018

6:30 PM – 9:00 PM (**Evening Class**)
Lady Slipper Building
Columbine Room
658 Cedar Street
St Paul, MN 55155

Tuesday, June 5, 2018

9:00 AM – 12:00 PM
Ground Floor Auditorium
Minnesota Judicial Center
25 Rev. Dr. Martin Luther King Jr. Blvd
St. Paul, MN 55155

Friday, June 8, 2018

10:00 AM – 12:30 PM
Lake Superior College
Room S2941
2101 Trinity Road
Duluth, MN 55811

Monday, June 11, 2018

10:00 AM – 12:30 PM
Northwest Technical College
Room 302
905 Grant Avenue SE
Bemidji, MN 56601

Tuesday, June 12, 2018

10:00 AM – 12:30 PM
St. Cloud State University
Atwater Memorial Center – Mississippi Room
720 4th Ave S
St. Cloud, MN 56301

Space is limited.

**Please reserve a seat in a class at <https://train.cfb.mn.gov/training/>
Check this website page for updates on additional classes if you are unable to attend
training in June.**

CAMPAIGN FINANCE REPORTER SOFTWARE

Campaign Finance Reporter Software – Training for Treasurers

The Campaign Finance and Public Disclosure Board provides software for use by candidates, party units, and political committees and funds in meeting their reporting requirements under Minnesota Statutes Chapter 10A. Training is conducted in a computer lab for a hands on experience.

Friday, June 15, 2018

1:00 pm – 4:00 pm

Centennial Office Building

Columbine Room

658 Cedar St

St. Paul, MN 55155

Space is limited.

Please reserve a seat in a class at <https://train.cfb.mn.gov/training/>

Check this website page for additional classes that will be held in June and July

T