

Minnesota

*Campaign Finance* and  
*Public Disclosure Board*



190 Centennial Building . 658 Cedar Street . St. Paul, MN 55155-1603 FAX: 651-539-1196 or 800-357-4114

January 4, 2019

Dear Senate 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 in a special election, you will be required to meet various statutory requirements and deadlines. Please review this letter and the enclosed disclosure calendar for information about deadlines and requirements.

- If you wish to be eligible to receive a subsidy, the **public subsidy agreement** must be completed and filed with the Board by January 9, 2019. You must sign and file an agreement to be eligible to receive a public subsidy payment. Please read the agreement carefully, because once it is signed, the agreement may not be rescinded.

Funding is available for the public subsidy payment to eligible candidates.

- The **affidavit of contributions** must be completed and filed with the Board **by January 14, 2019**. The Board will be unable to pay public subsidy to you if you fail to file the affidavit on time. In order to file the affidavit, you must first raise \$3,000 in qualifying individual contributions.
- The **statement of economic interest** must be completed and filed with the Board **within 14 days** after you file an affidavit of candidacy. A statement of economic interest is required by statute from each candidate filing for state office.
- A Registration and Statement of Organization must be completed and filed with the Board within 14 days after raising or spending more than \$750 (other than your own personal funds) to influence your nomination or election in this special election. If you have already registered a committee for Senate District 11 the registration is still in effect. If needed you may use this form to amend any committee information previously filed.
- Please refer to the Senate District 11 Special Election Public Disclosure Calendar for important filing dates.
- **Please Note:** The **pre-primary-election report**, due on January 15, 2019, is **only required if there is a Primary Election**. See the Senate District 11 Special Election Public Disclosure Calendar.
- A candidate is required to file electronic reports that disclose their committee's receipts and expenditures. The Board provides free software, called Campaign Finance Reporter, which satisfies this requirement. The software is available for download at <https://cfb.mn.gov/filer-resources/complete-a-filing/campaign-finance-filings/campaign-finance-report/>. It is possible to obtain a waiver from the electronic filing requirement and file paper reports. An explanation of the reasons why a waiver may be granted and the application form for a waiver are enclosed.

**Late filing fees:** Please note, if a report, including a report of large pre-election contribution, is not filed on time, a late filing fee of \$50 per business day will begin to accrue **WITHOUT NOTICE** on the next day following the day the report was due. The maximum late filing fee per report is \$1,000.

**Contribution Limits:** During the special election cycle the contribution limits are as provided in the following chart. Please note, with the exception of contributions from the candidate, contribution limits apply regardless of whether the candidate signs the public subsidy agreement.

Individuals and Lobbyists	\$1,000	Total of cash and in-kind contributions
Political Committees and Funds	\$1,000	Total of cash and in-kind contributions
Political Party Units	\$10,000	In aggregate from all party units combined, cash and in-kind, and from terminating state candidate committees
Candidate	\$5,000	If the candidate does not sign the public subsidy agreement there is no limit on the amount the candidate may contribute to their own campaign.

**Aggregate Special Source Limit:** Aggregate contributions received from registered lobbyists, political committees, political funds, and unregistered associations when added together must not exceed **\$18,900** during the Special Election Cycle.

If you have questions about this packet, please call me at 651-539-1189 or 800-657-3889.

Sincerely,



Jeff Sigurdson  
Executive Director



1. To abide by the statutory spending limits for a Senate candidate for the special election cycle. I understand that the special election cycle ends, and this agreement expires, 15 days after the special election is held. I understand that campaign expenditures include the total of my monetary campaign expenditures, in-kind campaign expenditures and unpaid campaign expenditures.

Spending Limit	Limit for first time candidate	Limit for closely contested primary	Limit for first time candidate closely contested primary	Contribution limit from candidate	Amount that must be raised from individuals in \$50 increments
\$94,700	\$104,170	\$113,640	\$125,004	\$5,000	\$3,000

2. To limit my annual personal contributions to my principal campaign committee to \$5,000. I understand that my personal contributions include the total of my cash and in-kind contributions to my principal campaign committee and the outstanding balance of any loans I make to my principal campaign committee.
3. To return the amount of public subsidy received (if any) that exceeds my actual campaign expenditures.
4. To make no independent expenditures on behalf of another committee.
5. To include closed captioning for deaf and hard-of-hearing viewers, as required by Minnesota Statutes, Section 10A.38, 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, cable television, candidate's web site, and radio, or file with the board a statement setting forth the reasons for not doing so before the advertisement is disseminated.

**Please note:** To be eligible to receive public subsidy funds from the State Elections Campaign Fund, you must:

- complete, sign and file this Public Subsidy Agreement for Senate District 11 no later than January 9, 2019.
- accumulate at least \$3,000 in contributions from individuals eligible to vote in Minnesota, counting only the first \$50 received from each individual contributor. Contributions received on or after January 1, 2018, and **by** January 14, 2019, may be counted toward the toward the \$3,000. The deadline for accumulating contributions that count toward the \$3,000 for the special election Senate District 11 Affidavit of Contributions is January 14, 2019.
- file an *Affidavit of Contributions* with the Board by January 14, 2019, stating that you have accumulated the \$3,000,
- win the primary election.

<b>Public Subsidy Amounts:</b>	<u>Party Affiliation</u>	<u>Total Amount</u>
	DFL	\$8,787.36
	RPM	\$6,733.70
	IPMN	\$ 624.74
	GPM	\$ 8.51
	GRP	\$5,121.80
	LPM	\$ 89.72
	LMNP	\$5,115.06

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.



**AFFIDAVIT OF CONTRIBUTIONS  
Special Election ~ Senate District 11**

(INSTRUCTIONS ON OTHER SIDE)

**The undersigned candidate or treasurer, states as follows:**

1. The Candidate is: (Please print or type)

Candidate Name	Reg. #
Street address	
City/state/zip	
Telephone number	

2. The candidate named above is a candidate in the 2019 Special Election in Senate District 11.

3. The principal campaign committee for the candidate has accumulated total contributions in the amount of \$ \_\_\_\_\_, counting **ONLY THE FIRST \$50 RECEIVED FROM EACH INDIVIDUAL CONTRIBUTOR WHO IS ELIGIBLE TO VOTE IN THIS STATE.** The contributions were received in the time period described in the eligibility instructions on page two.

**Notice to filer:** To qualify for public subsidy, the amount of contributions reported in item 3 above, must be at least \$3,000. If you have not raised at least this amount, filing this affidavit will not qualify you for public subsidy.

\_\_\_\_\_  
Signature of candidate or treasurer

\_\_\_\_\_  
Date signed

**Any person who signs and certifies to be true a report or statement which the person knows contains false information, or who knowingly 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.**

**AFFIDAVIT OF CONTRIBUTIONS**  
**Special Election ~ Senate District 11**

**INSTRUCTIONS**

This affidavit of contributions must be completed and filed by the candidate or the treasurer of a principal campaign committee to establish eligibility for receipt of public subsidies in the 2019 special election in Senate District 11. The form must be filed by January 14, 2019.

**General**

- This affidavit must be signed by the candidate or treasurer, and dated.
- All information on this form is public.
- Please retain a copy of this affidavit for your records.
- Refer your questions to Campaign Finance & Public Disclosure Board staff at 651-539-1190, 800-657-3889, or TTY 800-627-3529, ask for 651-539-1187.

**Deadline**

An affidavit of contributions must be received by the Campaign Finance and Public Disclosure Board by January 14, 2019 or, if mailed, postmarked by January 14, 2019.

**Filing**

This affidavit may be filed with the Board by:

- mail,
- by submitting the form using the Campaign Finance Reporter software,
- delivery in person or by messenger to the Board office,
- faxed to 651-539-1196 or 800-357-4114

**This document is considered timely filed if it is received in the Board office or postmarked on or before the required filing date.**

**Public Subsidy Eligibility Requirement Instructions**

**Please note** To be eligible to receive public subsidy funds from the State Elections Campaign Fund, you must:

- complete, sign and file the public subsidy agreement for Senate District 11 no later than January 9, 2019
- accumulate at least \$3,000 in contributions from individuals eligible to vote in Minnesota, counting only the first \$50 received from each individual contributor. Contributions received on or after January 1, 2018, and **by** January 14, 2019, may be counted toward the toward the \$3,000. The deadline for accumulating contributions that count toward the \$3,000 for the special election Senate District 11 affidavit of contributions is January 14, 2019.
- file an *Affidavit of Contributions* with the Board by January 14, 2019, stating that you have accumulated the \$3,000.
- win the primary election.

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# 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](mailto: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](mailto: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.**

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## 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 or exchange-traded 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. List individual securities held within the plan or account, not the plan or account itself. Do not include mutual funds. Do not include 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](mailto: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](mailto: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 \_\_\_\_\_

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# Campaign Finance and Public Disclosure Board

Suite 190 . Centennial Office Building . 658 Cedar Street . St. Paul MN 55155-1603 . 651-539-1180 . 800-657-3889 . TTY 800-627-3529

## Public Disclosure Calendar - Special Election ~ Senate District 11

Filings open: January 4, 2019

### CRITICAL DEADLINES TRIGGERED BY DATE OF FILING FOR OFFICE:

Period to File Affidavit of Candidacy	Public Subsidy Agreement Due	Affidavit of Contributions Due	Economic Interest Due
January 04 through January 08	January 09	January 14	Within 14 days of Filing

**Candidates must file STATEMENT OF ECONOMIC INTEREST no later than 14 days after filing for office.**

January 4, 2019	Filing for office period opens.
January 8, 2019	Filing for office period closes at 5:00 p.m.
January 9, 2019	Last day to file Public Subsidy Agreement
January 14, 2019	Last day to file Affidavit of Contributions
January 09 through January 21, 2019	CONTRIBUTIONS and LOANS from any one source totaling more than \$500 must be reported to the Board electronically within 24 hours after receipt (if there is a primary) and also in the next required report.
January 15, 2019	PRE-PRIMARY REPORT OF RECEIPTS AND EXPENDITURES DUE (if there is a primary). Period covered: January 03, 2019 through January 08, 2019
<b>January 22, 2019</b>	<b>PRIMARY ELECTION (if necessary)</b>
January 23 through February 4, 2019	CONTRIBUTIONS and LOANS from any one source totaling more than \$500 must be reported to the Board electronically within 24 hours after receipt and also in the next required report.
January 29, 2019	PRE-GENERAL REPORT OF RECEIPTS AND EXPENDITURES DUE. Period covered: January 03, 2019 through January 22, 2019
<b>February 5, 2019</b>	<b>GENERAL ELECTION</b>
February 20, 2019	Public Subsidy Agreements expire for special election cycle. Period covered: January 03, 2019 through February 20, 2019
February 21, 2019	New Public Subsidy Agreements may be signed. Period covered: February 21, 2019 through December 31, 2019
March 4, 2019	ELECTION CYCLE FINAL REPORT OF RECEIPTS AND EXPENDITURES DUE. Period covered: January 03, 2019 through February 20, 2019