

## OTHER REGISTRANTS

### Summary

Although candidate committees will probably account for the vast majority of campaign finance registrations filed in the office of a municipal clerk, there are several types of political groups or committees that may be required to register with the municipal clerk. Political committees that support or oppose municipal candidates or referenda file with the municipal clerk. As a general rule, a political committee that accepts contributions, incurs obligations or makes disbursements in a calendar year in an aggregate amount in excess of \$25 is required to register.

**Note:** If a political committee is supporting or opposing candidates at several local levels, they only file campaign finance forms with the county clerk.

### Types of Committees

1. Political Action Committee (PAC): a committee organized to support or oppose candidates or referenda.
2. Recall Committee: a committee organized to support or oppose the recall of an elective office holder.
3. Political Group: a committee organized to support or oppose a referendum.
4. Independent Committee: a committee organized for the purpose of supporting or opposing the election of candidates, which makes disbursements without the knowledge or consent of the candidate (or any agent or authorized committee of the candidate). Independent committees must file an Oath of Independent Expenditures (EB-6).
5. Individual: a person, other than the candidate or agent of the candidate, supporting or opposing a candidate, who makes disbursements without the knowledge or consent of the candidate (or any agent or authorized committee of the candidate). Individuals must complete an Oath of Independent Expenditures (EB-6).

## Registration Requirements for Committees

Individuals or committees who exceed the \$25 threshold are required to register by filing a Campaign Registration Statement (EB-1) with the filing officer.

Committees complete sections 2, 3 and 5 of the Campaign Registration Statement (EB-1). Independent Committees and Individuals are also required to file an Oath of Independent Expenditures (EB-6).

## Campaign Finance Reporting

Committees are subject to the same reporting requirements as candidates. A committee is required to file campaign finance reports unless the Campaign Registration Statement (EB-1) indicates that the committee is eligible for exemption from filing reports (see the “Exemption from Filing Campaign Finance Reports” section of the Campaign Registration Statement (EB-1). Also see page 4 of this manual for more information on the exemption).

The municipal clerk is required to send a reminder notice and Campaign Finance Report (EB-2) to the treasurer of each committee required to file campaign finance reports not later than 14 days before the applicable report deadline. If the treasurer of the committee is not the candidate, a notice must also be sent to the candidate.

The document “Campaign Finance Report Dates” details the reporting periods and deadline dates for campaign finance reports and may be obtained from the agency website or by contacting the State Elections Board.

Municipal clerks have the responsibility to report campaign finance violations, such as failure to file reports and late filing of reports, to the district attorney under §11.22(4), Wis. Stats.

State law imposes contribution limits for candidates seeking office. These amounts differ based on the size of the jurisdiction of the office. See the *Campaign Finance and Bookkeeping* manual, available on the agency website, for more information.

## Recordkeeping

The municipal clerk should keep a separate file for each committee. Committee files should contain:

1. Campaign Registration Statement (EB-1)
2. Oath of Independent Expenditures (EB-6) (if required)
3. Campaign finance reports (if required)
4. Any correspondence with the committee including copies of filing notices

For more information please refer to the *Campaign Finance and Bookkeeping* manual. The manual and necessary forms may be obtained from the agency website or by contacting the State Elections Board. Campaign Finance questions can also be addressed to an agency staff campaign auditor.

## List of Related Forms and Publications

All forms and publications are available on the agency website or can be ordered from the State Elections Board. Forms and publications are listed in the order which they were referred to within this section.

### *Forms*

EB-1: Campaign Registration Statement  
EB-2 Campaign Finance Report  
EB-2a Campaign Finance Report (Short Form)  
EB-6: Oath of Independent Expenditures  
EB-7 Report of Independent Disbursements

### *Manuals*

Campaign Finance and Bookkeeping Manual

### *Other Publications*

“Campaign Finance Report Dates”

