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

May 29, 2018

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 July 24, 2018. 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 Please read the agreement carefully, because once it is signed, the agreement may not be rescinded.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 August 7, 2018.** 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 13 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 13 Special Election Public Disclosure Calendar for important filing dates.
- Please Note: The pre-primary-election report, due on August 7, 2018, is only required if there is a Primary Election. See the Senate District 13 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
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,

Digurdson

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.





Suite 190 . Centennial Office Building . 658 Cedar Street . St. Paul MN 55155-1603 . 651-539-1180 . 800-657-3889 e-mail at: cf.board@state.mn.us.

PUBLIC SUBSIDY AGREEMENT Special Election ~ Senate District 13

The Public Subsidy Agreement allows eligible candidates to receive subsidies from the State Elections Campaign Fund under Minnesota Statutes, chapter 10A.

Instructions

- This agreement must be completed and filed by candidates for Minnesota Senate District 13 to establish eligibility.
- This agreement may be filed by Fax at: 651-539-1196 or 800-357-4114.
- Refer questions to Board staff at 651-539-1190 or 800-657-3889.
- All information on this form is public.

Deadline This form must be filed with the Board no later than July 24, 2018.

Identification Please print or type:

Candidate's Name				
Office Sought Senate	District 13			
Telephone with area code	Email address			
Committee registration number (if committee is registered)				

Candidate signature

I understand this agreement is a binding legal document. Once signed and filed, the agreement may not be rescinded. I have read and understand this Public Subsidy Agreement. I agree to the terms of the Agreement as shown on page two.

Signature of candidate

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.

Spending limit Increase The spending limit is increased by 10% for a candidate who is running for an office for the first time and who has not run previously 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, please sign here:

- **Agreement** As a candidate for Senate, I request a public subsidy for my Principal Campaign Committee from the State of Minnesota and hereby agree to all the following:
 - 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 Statues, 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 13 no later than July 24, 2018
- 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, 2017, and before August 1, 2018, 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 13 Affidavit of Contributions is July 31, 2018.
- file an *Affidavit of Contributions* with the Board by August 7, 2018, stating that you have accumulated the \$3,000,
- win the primary election.

Public Subsidy Amounts	Party Affiliation	Total Amount
-	DFL	\$8,053.14
	RPM	\$7,206.60
	IPMN	\$492.06
	GPM	\$18.98
	GRP	\$48.62
	LPM	\$72.84
	LMNP	\$32.44

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

AFFIDAVIT OF CONTRIBUTIONS

Special Election ~ Senate District 13

(INSTRUCTIONS ON OTHER SIDE)

The undersigned candidate or treasurer, being first duly sworn, states as follows:

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

Candidate Name	Reg. #
Street address	
City/state/zip	
Telephone # with area code	Fax # with area code

2. The candidate named above is a candidate in the 2018 Special Election in Senate District 13.

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 13

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 2018 special election in Senate District 13. The form must be filed by August 7, 2018.

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 August 7, 2018 or, if mailed, postmarked by August 7, 2018.
Filing	This affidavit may be filed with the Board by:
	 mail, 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 13 no later than July 24, 2018
- 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, 2017, and before August 1, 2018, 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 13 affidavit of contributions is July 31, 2018.
- file an *Affidavit of Contributions* with the Board by August 7, 2018, 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



Original Statement of Economic Interest for Candidates for Elective Office

https://cfb.mn.gov/

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

- The statement must be received by the Campaign Finance and Public Disclosure Board within 14 days after a candidate signs 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 (You may use either a home or business address)		Name of employer (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.

Print or type name

certify that the information contained on this form, including information on the schedules on page 3, is complete, true, and correct.

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

If this is your first statement, the reporting period is the calendar month before the date you filed your affidavit of candidacy.

Reporting sources of compensation

Based on the definitions below, list all businesses from which you received more than \$50 in compensation in any month during the reporting period.

"Business" means an association, corporation, partnership, limited liability company, limited liability partnership, or other organized legal entity. 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 \$50 in any month as an employee if you also own 25% or more of that business; and

2) Any business or profession 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, debentures, leases, and commercial paper.

List all businesses in which you individually or jointly held securities valued at more than \$2,500 during any month 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 securities held in pension plans.

Mutual fund interests held outside of a pension plan are securities and must be listed by fund name. Do not report the names of the individual stocks held by the mutual fund.

Reporting real property

Do not report your homestead. Report interests in all other real property located in Minnesota that you held individually or jointly during the reporting period if the interest was valued at more than \$2,500. 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.

Sources of compensation

			(Check ead	ch applica	able box -		
Name of source	Director	Officer	Owner	Member	Partner	Employer	Employee	Honorarium

Business or professional activity categories

	Check the app	blicable box
Business or professional activity category (See page 4)	Employee: \$50 in income in a month and owns 25% or more of the business	Independent contractor: More than \$2,500 in compensation

Securities

fund

Real property

				Chec	<u>k one</u>		
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 value greater than \$2,500	Option to buy - property value greater 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 <u>http://www.irs.gov/instructions/i1040sc/ch02.html#d0e1929</u>.

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 # Court District Court: Distr # Seat #				
Party affiliation					
Democratic Farmer Labor Grassroots-L Cannabis P	Party				

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Committee (Required)		Chair (Required)	
Committee name		Chair name	
Address (Line 1)		Address (Line 1)	
Address (Line 2)		Address (Line 2)	
City, state, zip		City, state, zip	
Telephone (Daytime)	Fax number	Telephone (Daytime)	
Committee website address		Email address (Required, or write "No email")	

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

Committee bank account(s) (Must be opened before registering committee)

1. Name of bank	2. Name of bank
Address of bank (Line 1)	Address of bank (Line 1)
Address of bank (line 2)	Address of bank (Line 2)
City, state, zip of bank	City, state, zip of bank

Certification

Ι,

Print or type name

, certify that this statement represents the single registration for this candidate for this office and that the statement is complete, true, and correct.

Signature of treasurer or candidate

or (Doquir

Date

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.

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Public Disclosure Calendar - Special Election ~ Senate District 13

Filings open: May 29, 2018

<u>CRITICAL</u> DEADLINES TRIGGERED BY DATE OF FILING FOR OFFICE:

Period to File Affidavit	Public Subsidy	Affidavit of	Economic Interest
of Candidacy	Agreement Due	Contributions Due	Due
May 29 through June 05	July 24	August 07	

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

- May 29, 2018 Filing for office period opens.
- June 5, 2018 Filings close at 5:00 p.m.
- July 24, 2018 Public Subsidy Agreement Due
- August 7, 2018 Affidavit of Contributions Due
- August 01 throughCONTRIBUTIONS and LOANS from any one source totaling more than \$500 must be reportedAugust 13, 2018to the Board electronically within 24 hours after receipt (if there is a primary) and also in the next
required report.
- August 7, 2018 PRE-PRIMARY REPORT OF RECEIPTS AND EXPENDITURES DUE (if there is a primary). Period covered: May 25, 2018, through July 31, 2018
- August 14, 2018 PRIMARY ELECTION (if necessary)
- October 24 throughCONTRIBUTIONS and LOANS from any one source totaling more than \$500 must be reportedNovember 5, 2018to the Board electronically within 24 hours after receipt and also in the next required report.
- October 30, 2018 PRE-GENERAL REPORT OF RECEIPTS AND EXPENDITURES DUE. Period covered: May 25, 2018, through October 23, 2018
- November 6, 2018 GENERAL ELECTION
- November 21, 2018Public Subsidy Agreements expire for special election cycle.Period covered:May 25, 2018 through November 21, 2018
- November 22, 2018New Public Subsidy Agreements may be signed.Period covered:May 22, 2018 through December 31, 2020
- December 3, 2018 ELECTION CYCLE FINAL REPORT OF RECEIPTS AND EXPENDITURES DUE. Period covered: May 25, 2018 through November 21, 2018

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