

3. COMMITTEE TREASURER (Campaign finance correspondence is mailed to this address.)

Treasurer's Name	Telephone Number (residence)	
Address (number and street)	Telephone Number (employment)	
City, State and Zip Code	Treasurer Email Address	

4. PRINCIPAL OFFICERS OF COMMITTEE AND OTHER CUSTODIANS OF BOOKS AND ACCOUNTS

Attach additional listing if necessary. Indicate which officers or committee members are authorized to fill a vacancy in nomination due to death of candidate by an asterisk(*). This provision only applies to independent and local nonpartisan candidates. s.8.35, Stats.

NAME	MAILING ADDRESS	Email Address	Phone #	POSITION

5. DEPOSITORY INFORMATION

Name of Financial Institution	Account Number (Attach list of any additional accounts and deposit boxes, location, type and number, i.e., savings, checking, money market, etc.)
Address (number and street)	City, State and Zip Code

CERTIFICATION

TREASURER

I, _____ (print full name) certify the information in this statement is true, correct and complete.

Signature _____, Treasurer _____
Date _____

CANDIDATE (or recall petitioner)

I, _____ (print full name) certify the information in this statement is true, correct and complete, and that this is the only committee authorized to act on my behalf.

Signature _____, Candidate/Petitioner _____
Date _____

+++ EXEMPTION FROM FILING CAMPAIGN FINANCE REPORTS §11.05(2r), Wis. Stats. +++

You may be eligible for an exemption from filing campaign finance reports. Consult the Campaign Finance Instruction and Bookkeeping Manual to determine if the registrant qualifies for exemption.

This registrant is eligible for exemption. This registrant will not accept contributions, make disbursements or incur obligations in an aggregate amount of more than \$1,000 in a calendar year or accept any contribution or cumulative contributions of more than \$100 from a single source during the calendar year, except contributions by a candidate to his or her campaign of \$1,000 or less in a calendar year.

This registrant is no longer eligible to claim exemption.

Signature of Candidate or Treasurer _____ Date _____

CAMPAIGN REGISTRATION STATEMENT (GAB-1) INSTRUCTIONS

<u>Who Must Register</u>	<u>When</u>	<u>Where</u>
Candidates	As soon as they form the intent to run for office. Prior to raising or spending any funds, beyond those needed to open a bank account	Local office or referenda- with the local clerk (town, village, city, school)
Non-candidate committees	Before spending or taking in more than \$300	State office or statewide referenda – with the Government Accountability Board
Referenda committees	Before spending or taking in more than \$2,500	For a mix of state and local offices – with the Government Accountability Board

Completing a Registration Statement

Section 1: Candidate and Candidate Committee Information - Section 1 should be completed by candidate committees only.

- Campaign Committee Name – Any candidate that accepts a donation must have a committee. Any communication (flyers, newspaper ads, website) requires a disclaimer ‘Paid for by *Committee name, individual name, treasurer*’.
 - Candidates are only allowed one active committee for all state and local offices sought. If you are seeking multiple offices (town, county, school board), or plan to seek another office in the future, you may want to consider a generic committee name without the name of the office sought such as ‘Friends of ...’, or ‘Committee to Elect’. This will allow you to keep the same committee name for various offices.
 - Your committee name does not have to include your last name, but including your last name makes searching for your committee easier.

Section 2: Non-Candidate Committee Information - Section 2 should be completed by non-candidate committees only.

- A. Special Interest Committee (PAC)
 - PACs may receive money from individuals or other PACs, and contribute money directly to candidates. PACs may not accept money from corporations, including LLCs.
 - Committees intending to make only independent disbursements, without contributing to or coordinating with candidate committees, should register as an Independent Disbursement committee, letter F below.
 - A resident committee is based in Wisconsin and must report all receipts and expenses.
 - A non-resident committee is based outside of Wisconsin and must report only receipts from Wisconsin residents and expenses in Wisconsin state-level contests. A non-resident committee does not have to report cash balances. A non-resident committee must also file a GAB-40 form with the Wisconsin Secretary of State.
- B. Political Party Committee
 - To use the name of one of the recognized political parties in Wisconsin – Constitution, Democratic, Libertarian, or Republican, you must have permission from the state party.

- F. Independent Disbursement Committee
 - Committees making only independent disbursements may not contribute to or coordinate with candidate committees. These committees may accept unlimited contributions from individuals and from corporations. Before spending any money for or against a candidate, an Independent Disbursement committee must file a notarized GAB-6 Oath of Independent Disbursement stating whether they support or oppose the candidate.

Section 3. Campaign Treasurer - Section 3 should be completed by all committees.

All committees must name a treasurer. A Candidate may designate any elector to serve as their treasurer, or the candidate may serve as his/her own treasurer. It is important that the treasurer's name, complete address, telephone number and email address be provided on the registration statement and be kept current. **All notices and forms for campaign finance reports will be sent to this person at the address given in this section.** Failure to receive notice of the filing requirement does not exempt a candidate from the requirement to file the reports.

Item 4. Principal Officers of the Committee and Other Custodians of Books and Accounts (Optional)

If the committee has officers or other contacts besides the treasurer, they should be listed in Item 4. For a recall committee, the recall petitioner must be included here. The G.A.B. recommends that you provide more than one person's contact information.

Item 5. Depository Information (MANDATORY)

In some cases, banks may require a completed GAB-1 registration form to open a bank account. Your committee may register without a bank account, but the GAB-1 form must be amended **within 10 days** to report any change, including a new bank account number.

Failure to provide depository information **within 5 business days** of the first donation and before making any disbursements may disqualify a candidate for ballot placement. (Wis. Stats. §11.10(1))

In general, all committees must have and provide a campaign depository account number. One of three things must be entered here:

1. Separate Campaign bank account
 - This account may be used only for campaign funds
 - The bank may require an Employer Identification Number (EIN) from the IRS to open a committee account
2. Only Candidates may use a personal bank account
 - This is allowed only if the candidate is claiming the exemption from filing finance reports (under \$1,000 of receipts, under \$1,000 expenses, no more than \$100 from a single source)
3. Only Candidates are allowed to not have a bank account, but only if:
 - The candidate will receive no contributions and make no disbursements. No communications may be authorized or distributed. This includes in-kind contributions and expenses.
 - The candidate must claim exemption by checking the appropriate box on this form.
 - The candidate should add a hand-written statement to the form that he or she will spend no money.

Candidates running for more than one elected office are only allowed one campaign depository account. All contributions and all disbursements for all offices must be run through the one account.

Certification

The candidate and committee treasurer must sign the original registration statement of a personal campaign committee or a support committee certifying that the information is true, correct, and complete, and that the committee is the only committee authorized to act on the candidate's behalf. For a recall committee, the recall petitioner and the treasurer must both sign. A candidate serving as his/her own treasurer only needs to sign once. Non-candidate committees require only the treasurer's signature. Amendments to the registration may be signed by either the candidate or treasurer. If there is a change in treasurer, the new treasurer should sign.

Exemption From Filing Campaign Finance Reports

All committees must file campaign finance reports, unless they check the box to claim exemption and remain within those limits.

- A non-candidate committee may not accept more than \$100 from any single source (individual or committee) in one calendar year.
- A candidate committee may not accept more than \$100 from any other single source (individual or committee) in a calendar year. The candidate may contribute up to \$1000 to their own committee.
- A committee may not spend more than \$1000 total in a calendar year.
- A referenda committee that does not accept contributions, make disbursements, or incur obligations of more than \$2,500 is not required to register or file campaign finance reports. Referenda committees over this threshold may not claim exemption – they must register and file all required reports.

If a committee on exempt status exceeds any of the limits listed above:

- The committee must immediately file an amended GAB-1 with the appropriate filing officer, revoking the exempt status.
- The committee must report all campaign finance activity back to the beginning of the calendar year. Any reports past their deadline that were not filed should be filed as soon as possible.

If a committee filed reports for the previous calendar year, and wishes to go on exempt status for the upcoming year, the committee must file a January Continuing report covering all activity through December 31st. Include an updated GAB-1 requesting exempt status for the upcoming year.

Amending a Registration Statement

When any of the information reported on the registration statement changes the statement must be amended by filing a new GAB-1. The candidate or treasurer must file the new GAB-1 within **10 days** of the change, checking the “yes” box at the top of the form to indicate that it is an amendment.