



# CONNECTICUT STATE ELECTIONS ENFORCEMENT COMMISSION

## INSTRUCTIONS FOR SEEC FORM 5 EXPLORATORY COMMITTEE NOTICE OF INTENT TO DISSOLVE

Revised January 2016

**For use by**  
terminating exploratory committees for the office of  
Governor, Lieutenant Governor,  
Secretary of the State, State Treasurer, Comptroller,  
Attorney General, Judge of Probate, State Senator or  
State Representative or  
an elective office in a municipal election

### SEEC MAILING ADDRESS:

STATE ELECTIONS ENFORCEMENT COMMISSION  
20 TRINITY STREET  
HARTFORD, CONNECTICUT 06106-1628  
ATTN: CAMPAIGN FINANCE DISCLOSURE UNIT—3RD FLOOR

### SEEC TELEPHONE NUMBER:

MAIN NUMBER: 860-256-2940  
TOLL FREE WITHIN CT: 866-SEEC-INFO  
SEEC WEBSITE ADDRESS: [www.ct.gov/seec](http://www.ct.gov/seec)

eCRIS enables campaign treasurers to electronically submit required committee registration information and campaign finance statements.

See the Commission website [www.ct.gov/seec](http://www.ct.gov/seec) for more information.

# SEEC FORM 5 INSTRUCTIONS

Exploratory Committee Notice of Intent to Dissolve  
CONNECTICUT STATE ELECTIONS ENFORCEMENT COMMISSION  
Revised January 2016



## GENERAL INSTRUCTIONS

- Type or print clearly all information in black or blue pen. **Please do not use pencil.**
- SEEC staff is available to answer legal compliance questions and advise on how to complete this form (860-256-2940).

## WHERE TO FILE THIS FORM

**With the State Elections Enforcement Commission ONLY** (State Elections Enforcement Commission, Campaign Finance Disclosure Unit — 3<sup>rd</sup> Floor, 20 Trinity St., Hartford, CT 06106):

- Candidates who formed an exploratory committee to consider a run for the office of Governor, Lieutenant Governor, Secretary of the State, State Treasurer, Comptroller, Attorney General, Judge of Probate, State Senator and/or State Representative

**With the Town Clerk ONLY:**

- Candidates who formed an exploratory committee to consider a run for an elective office in a municipal election

## WHEN TO FILE THIS FORM

An exploratory committee normally must terminate within 15 days of the date when the candidate declares that he/she **will seek** nomination or election to a particular office **or will not** seek election to any office. In either instance, the treasurer must file a notice of intent to dissolve the committee (SEEC Form 5) with the proper filing repository **within 15 days** of the candidate's declaration, except that the treasurer of an exploratory committee formed to consider statewide or General Assembly offices must file a notice of intent to dissolve not later than 15 days of **the earlier of** (1) the date of the candidate's foregoing declaration; (2) the date that the candidate receives a party's endorsement; or (3) the date that the candidate files primary petitions for nomination by a major party.

The exploratory committee must file a campaign finance disclosure statement—SEEC Form 30 for candidates exploring for statewide or General Assembly offices or SEEC Form 20 for candidates exploring municipal offices—to accompany the notice of dissolution. The disclosure statement must identify all contributions received or expenditures made since the exploratory committee's last filed financial disclosure statement together with the balance on hand or deficit, as the case may be.

## SEEC FORM 5 INSTRUCTIONS

**Registration Type:** Check the type of filing that the current document refers to, either **Initial** or **Amendment**. Check **Initial** if this is the first notice of intent to dissolve the exploratory committee for the election indicated on Line 3. Check **Amendment** if changes are being made by the candidate to information on a previously filed statement.

1. **Committee Name:** Provide the full name of the exploratory committee as it appears on the exploratory committee registration (SEEC Form 4).
2. **Party Affiliation:** Check the appropriate box to indicate the candidate's political party affiliation. If the candidate checks "Other," indicate the name of the other party affiliation (Name of a Minor Party, Petitioning or None). The term "None" signifies that the candidate has not affiliated with a party or party designation on a nominating petition.
3. **Election Date:** Provide the date of the election for which the candidate's exploratory committee was formed.
4. **Candidate Name:** Provide the full name of the candidate.
5. **Treasurer Name:** Provide the full name of the treasurer.

6. **Candidate's Declaration:** Indicate the purpose of dissolution by checking the appropriate box. The declaration must be signed and dated by the candidate.

A. Candidate will seek nomination or election to a particular office. The candidate, as part of this declaration must disclose the Office sought, District number (if applicable) and the name of the candidate committee formed by the candidate that will receive the exploratory committee's distribution of surplus, if any, as well as the transfer of its liabilities, if any; OR

B. Candidate declares that they will no longer seek election to any public office during the election cycle for which their exploratory committee was formed.

7. **Treasurer's Certification:** The treasurer's certification must be signed and dated by the dissolving exploratory committee's treasurer under penalty of false statement.