



☐ I certify I do not have an email address.

DEFINITIONS & INSTRUCTIONS

Reference: Minnesota Statutes, Chapters 211A and 211B

This campaign financial report is for use by candidates and committees for county, municipal, school district and special district office who receive contributions or make disbursements of more than \$750 in a calendar year.

Candidate or committee report: The initial report must be filed within 14 days after the candidate or committee receives contributions or makes disbursements of more than \$750 in a calendar year.

During an election year: An "election year" is any year in which the candidate's name appears on the ballot. In an election year, if an initial report has been filed, additional reports are required to be filed:

- Pre-primary report: 10 days before the primary or special primary
- Pre-general report: 10 days before the general election or special election
- Post-general report: 30 days after a general election or special election
- Annual/"January" report: By January 31 every year after an initial report has been filed, until a final report is filed and reporting requirements end.

During a non-election year: By January 31 every year after an initial report has been filed, until a final report is filed. Once a final report is filed, no further subsequent reports are required.

Contributions: Means anything of monetary value that is given or loaned to a candidate or committee for a political purpose. "Contribution" does not include a service provided without compensation by an individual. Each candidate or committee must list the total amount of cash-on-hand designated to be used for political purposes as of the close of the reporting period.

Contribution limits: Candidates or candidate's committees for county, municipal, school district offices may not accept aggregate contributions in excess of \$600 in an election year or in excess of \$250 in a non-election year made or delivered by an individual or committee. However, candidates seeking election from districts with a population in excess of 100,000 may not accept aggregate contributions in excess of \$1,000 in an election year and \$250 in a non-election year.

Congressional candidates: Congressional candidates (candidates for the United States House of Representatives and Senate and any committee raising funds exclusively on behalf of those candidates) should file federal reports with the Federal Election Commission (FEC).

Final report: A final report may be filed any time after the candidate, committee or corporation has settled all debts and disposed of all assets in excess of \$100 in the aggregate. Check final report under "type of report."

Prohibited transfers: Candidates for county, municipal, school district or special district offices may not accept contributions from the principal campaign committees of any candidate for legislative, judicial or state constitutional office. In addition, a candidate may not make contributions to the principal campaign committee of any candidate for legislative, judicial or state constitutional office unless the contributions are made from the candidate's personal funds.

State candidates: State candidates and committees for state constitutional offices, the state legislature, supreme court, court of appeals, district court and committees for state constitutional amendments are governed by Minnesota Statutes Chapter [10A](#). Contact the State [Campaign Finance and Public Disclosure Board](#) for further information at (651) 539-1180.

Important privacy note

The local government filing officer, subject to Minn. Stat. 211A requirements, must restrict public access to the street address of all individuals who contribute to candidates or campaign committees. Filing officers must first receive reports with the required information in itemized contributions, then redact the street address - including the name or number of the building, the name of the street on which the building is located, and any unit number - of all individuals listed in itemized contributions, before the report is posted to the public website.

