

CITY OF TUCSON ♦ 2013 ELECTIONS

CAMPAIGN FINANCE

CITY OF TUCSON'S PUBLIC MATCHING FUNDS PROGRAM:

AN INTRODUCTION FOR CANDIDATES



PREPARED BY THE OFFICE OF THE CITY CLERK

255 W. Alameda, P.O. Box 27210

Tucson, Arizona 85726-7210

(520) 791-4213

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PUBLIC MATCHING FUNDS: AN INTRODUCTION

The City of Tucson's Public Matching Funds program was approved by the voters and went into effect in 1987. The City Clerk serves as the Campaign Finance Administrator, and the program is governed by the City Charter Chapter XVI and the Campaign Finance Administration Rules and Regulations, in conjunction with Arizona Revised Statutes Title 16.

The purpose of the program is to provide the average citizen a voice in the municipal elective process and the opportunity to run for office. It serves to level the playing field by reducing the excessive fundraising advantage of incumbents and therefore encourages fair competition for public office. The program reduces the influence of large contributors and special interest groups and increases the value of smaller contributions. It enables candidates to focus less on fundraising and devote a greater portion of their time dealing with important issues. The increased reporting requirements also improve the public disclosure of contributions and expenditures.

According to the provisions, any candidate for mayor or city council who desires to participate may sign a contract with the city. When a candidate has signed a contract and met the eligibility requirements, the candidate is entitled to receive one dollar (\$1) for each dollar received during the campaign period from any individual. A candidate's personal monies and contributions from political committees, partnerships, corporations or other groups eligible to make contributions will not be matched by public funds. In exchange for public matching funds, the candidate agrees to abide by limitations on the candidate's use of personal monies, limitations on campaign expenditures, and limitations on the use of all contributions as specified in the City Charter.

Public Matching Funds candidates are required to file additional campaign finance reports and to complete two audits. To assist with these requirements, the City of Tucson will provide Campaign Finance Software free of charge. All reports must be filed using this reporting system. The Campaign Finance Administrator's Office will provide a software manual and will walk the treasurer through the software and reporting process at a mutually agreeable time.

Note: The following pages are an introduction to the City of Tucson's Public Matching Funds Program and the steps required for achieving and maintaining eligibility. The City Charter and the Campaign Finance Administration Rules and Regulations contain more detailed information and are required reading for candidates interested in signing a contract.

NOTES

PUBLIC MATCHING FUNDS: PROCESS FOR CANDIDATES

STEP 1

INDIVIDUAL BECOMES A CANDIDATE WHEN THE FIRST OF ANY OF THE FOLLOWING EVENTS OCCUR:

- Individual accepts a contribution or makes an expenditure for a specified election; or
- Individual publicly or formally declares candidacy; or
- Individual circulates or files nomination papers

STEP 2

SIGN CAMPAIGN CONTRACT WITHIN THIRTY (30) DAYS:

- Individual must sign campaign contract within thirty (30) days after becoming a candidate.

STEP 3

ESTABLISH ELIGIBILITY:

- Candidate files Statement to Establish Eligibility to receive public funding. Mayoral candidates must receive three hundred (300) contributions of ten dollars (\$10) or more and Council candidates must receive two hundred (200) contributions of ten dollars (\$10) or more, from City of Tucson residents.

****NOTE: Deadlines to submit statement to establish eligibility:***

Primary Election: August 19, 2013

General Election: October 28, 2013

STEP 4

AUDIT FOR COMPLIANCE AND ELIGIBILITY:

- Within approximately fourteen (14) days of filing a report to establish eligibility, an audit of the candidate's campaign records will be conducted, and an opinion will be issued by the Campaign Finance Administrator stating whether the candidate is in compliance with provisions. The Campaign Finance Administrator makes the final determination.
- Campaign Finance Administrator will notify candidate when eligibility is verified and the candidate may receive public funds.

STEP 5

REQUEST PUBLIC FUNDS

- Candidates may request funds as frequently as once each calendar week.

****NOTE: Deadlines to request funds:***

Primary Election: September 6, 2013 (for contributions through September 2, 2013)

General Election: November 15, 2013 (for contributions through November 11, 2013)

STEP 6

FILE CAMPAIGN FINANCE REPORTS AS REQUIRED

Consolidated City/State January 31 Report

For Period of November 29, 2011 through December 31, 2012..... **January 31, 2013**

Consolidated City/State June 30 Report

For Period of January 1, 2013 through May 31, 2013..... **July 1, 2013**

Consolidated City/State Pre-Primary Election Report

For Period of June 1, 2013 through August 15, 2013 **August 23, 2013**

City Post-Primary Election Report

For Period of August 16, 2013 through September 2, 2013..... **September 6, 2013**

State Post-Primary Election Report

For Period of September 3, 2013 through September 16, 2013 **September 26, 2013**

Consolidated City/State Pre-General Election Report

For Period of September 17, 2013 through October 24, 2013 **November 1, 2013**

City Post-General Election Report

For Period of October 25, 2013 through November 11, 2013 **November 15, 2013**

State Post-General Election Report

For Period of November 12, 2013 through November 25, 2013 **December 5, 2013**

STEP 7

POST ELECTION AUDIT

- Provide campaign financial records to the Campaign Finance Administrator for post election audit. The records will be returned when the audit is completed. All financial records must be kept for three (3) years following the last day of the campaign period.

STEP 8

DISBURSE UNEXPENDED FUNDS AND TERMINATE COMMITTEE

- Disburse all unexpended contributions according to State Law and Campaign Finance Rules and Regulations. Unexpended public matching funds are returned to the City up to the amount that was provided to the candidate.
- File a Termination Statement and reports dissolving the committee.

****NOTE: Deadline to disburse unexpended funds: December 2, 2013***

STEP 9

FINANCIAL RECORDS - KEEP FOR THREE (3) YEARS

- All financial records must be retained by the candidate for three (3) years after the end of the campaign period.

NOTES

PUBLIC MATCHING FUNDS: THE CAMPAIGN CONTRACT

The campaign contract must be signed by the candidate either within thirty (30) days after the individual has become a candidate or at the time of filing for office, whichever is earlier. If the contract is not signed within this time frame, the candidate will not be eligible to participate in the program. The contract remains in effect for the entire campaign period.

By signing a campaign contract, the candidate is agreeing to abide by limitations on the candidate's use of personal monies, limitations on campaign expenditures, and limitations on the use of all contributions as specified in the City Charter. A candidate who signs a contract must comply with all contribution and expenditure limitations, even if the candidate never qualifies to receive public funds.

Important Definitions

Best Efforts: Attempts made by a political committee to obtain the information required by State law and City rules and regulations for each contribution. The Treasurer or his agent must make at least one attempt to obtain the missing information in writing or by oral contact documented in writing and filed with the Campaign Finance Administrator.

Note: Best Efforts do not resolve missing original signatures of contributors.

Campaign or Campaign period: Encompasses the entire time from the date on which an individual becomes a candidate until the election or defeat of the candidate as canvassed by the Mayor and Council.

Candidate: An individual is considered to be a candidate at such time as the first of any of the following events occur:

- Individual accepts a contribution or makes an expenditure for a specified election; or
- Individual publicly or formally declares candidacy; or
- Individual circulates or files nomination papers

Family Contribution: Any contribution that is provided to a candidate's campaign committee by a parent, grandparent, spouse, domestic partner, child or sibling of the candidate or a parent or spouse of any of those persons. Per State law, family contributions are considered part of the Candidate's personal monies, and will not be matched with public funds.

Independent Expenditure: As defined in the Tucson Charter Chapter XVI, Subchapter A, Section 2(b)(3), "independent expenditure" means an expenditure by a person for a communication expressly advocating the support of or opposition to a clearly identified

candidate which is not made with the cooperation or with the prior consent of a candidate or his/her agent or a controlled committee of a candidate. Further definition is provided in A.R.S. § 16-901 (18).

In-Kind Contribution: A contribution of goods or services or anything of value and not a monetary contribution.

Personal Monies: May not exceed three percent 3% of the maximum expenditure limit and include the following:

- Candidate contributions to the campaign: monetary contributions, in-kind contributions and outstanding loans.
- Family contributions

Voiding a Campaign Contract: A candidate may void the campaign contract no later than fifteen (15) days after the deadline for filing nomination papers if an opponent of that candidate does not enter into a campaign contract before that time **and** if the candidate returns all public funds received to the Campaign Finance Administrator within ten (10) days after voiding the contract. (The term “**opponent**” includes all candidates seeking the same elected office regardless of whether they are participating in another party's nomination process during the Primary Election).

Contribution Limitations

A candidate may contribute up to three percent (3%) of the expenditure limit to their own campaign. Family contributions are considered the personal monies of the candidate pursuant to State law and are included in the limit a candidate may contribute to their own campaign.

Loans from the candidate to the campaign, until repaid, are counted toward the limitation.

Additionally, there are mandatory state campaign contribution limitations that apply to all candidates. State contribution amounts are adjusted biennially by the Secretary of State pursuant to A.R.S. § 16-905(J).

Expenditure Limitations

During the campaign period, a candidate cannot exceed the expenditure limit. Preliminary Expenditure Limitations are released at the beginning of the year and updated in July. Expenditure limitations are based upon the number of registered voters in the City as of June 30 of the election year.

A candidate cannot spend more than seventy-five percent (75%) of the expenditure limitation through the date of the Primary Election. Independent expenditures are not included in the

computation of a candidate’s expenditures. Additionally, candidates who remain unopposed after the deadline for write-in candidates in the General Election may spend no additional public funds. Any purchase, payment, distribution, loan, advance, deposit or gift of money or anything of value made by a person for the purpose of influencing an election in the State of Arizona is considered an expenditure. This also includes a contract, promise or agreement to make an expenditure resulting in an extension of credit and the repayment of loans. [See A.R.S. § 16-901(8) for complete definition].

NOTE: An expenditure counts when the debt is incurred, not when debt is paid.

The attached preliminary expenditure limitations are based upon City voter registration as of June 30, 2012, and are adjusted according to the Consumer Price Index. Final figures will be available in July 2013. It is important for candidates to realize the final expenditure limitations may be less than the preliminary number.

PRELIMINARY EXPENDITURE AMOUNTS	Council Member
Amount candidate may spend through the end of the campaign period.	\$114,627.54
Amount candidate may spend through the day of the Primary (August 27).	\$85,970.65
Amount candidate may receive in public matching funds.	\$57,313.77
Amount of public funds that may be released prior to calculation of final expenditure limits	\$42,985.32
Amount candidate may contribute to own campaign.	\$3,438.82
Adjusted expenditure amount per registered voter.	\$.4043

NOTE: The campaign finance contract tracks the penalty for exceeding the expenditure limitation set forth in Tucson Charter Chapter XVI, Subchapter B, § 9(b) that if the Candidate exceeds the contract expenditure limitation Candidate shall immediately return to the City three dollars (\$3.00) for each dollar overspent in the election. Public matching funds cannot be used to pay penalties incurred.

Candidate Contributions and Loans

A candidate can make a contribution to their own campaign to assist in establishing eligibility. The contribution will count as one of the required contributions of ten dollars (\$10) or more. However, contributions from the candidate will not be matched by public funds. A candidate's personal monies may contribute up to three percent (3%) of the expenditure limit to their own campaign.

A candidate may make a loan to their own political committee. However, the loan together with the candidate's personal monies can not exceed in the aggregate three percent (3%) of the expenditure limitation for the campaign period.

NOTE: A loan is a *contribution* to the committee to the extent it remains unpaid. It is reported on Schedule C of the campaign finance report for that period. A candidate loan becomes an *expenditure* of the committee upon repayment and must be reported on Schedule D-4 of the campaign finance report for that period.

Audit Requirements

A candidate who has signed a campaign contract must maintain financial records that are current and conform to guidelines established by the Campaign Finance Administrator as described in the Campaign Finance Record Keeping Manual for Candidates. Records must be detailed enough to show what contributions were received and funds expended. All transactions must be supported by original, independent documentation.

The candidate is responsible for maintaining itemized records (by individual contributor and expenditure) and documentation (such as copies of receipts and checks – note: please do not copy cash) for all contributions received, including those not eligible for receipt of public matching funds, and all expenditures made. Contributions must be posted on the date of receipt – not the date of the bank deposit. All of the candidate's financial records including supporting documentation must be made available for audit upon one (1) day's notice.

The Campaign Finance Administrator performs audits to determine compliance with the contribution and expenditure limits as well as eligibility for public funds. During an audit, a candidate is required to produce copies of all checks, bills, or other documentation to verify contributions, expenditures, or other transactions reported on the disclosure statements. Notice will be given to the candidate as well as to the campaign committee chairperson and treasurer when an audit is to be performed. Compliance with the request for records will be required within one (1) day of receipt of the notice.

An audit of the candidate's records will be done at the time the Statement to Establish Eligibility is filed to verify eligibility and to make sure that the candidate is maintaining records in an acceptable manner and is in compliance with state and local laws. This first audit will take approximately fourteen (14) days if the candidate's records are in proper form. A second audit will be completed following the election at which the candidate is elected or defeated. In addition, special audits of the candidate's financial records may be performed at any time. Audits are done at a location determined by the Campaign Finance Administrator.

It is the responsibility of the treasurer and candidate to address issues including discrepancies in campaign finance reports and supporting records with the Campaign Finance Administrator as quickly as possible. Excessive delays may postpone the certification of the candidate to receive public matching funds.

- A candidate who signs a campaign contract is subject to all contribution and expenditure limitations, even if the candidate never qualifies to receive public funds.
- A candidate cannot use contributions or public matching funds for purposes such as providing a candidate's personal support or for donation to another candidate's campaign.
- Public matching funds only can be spent on expenses directly related to a candidate's campaign. For example, purchasing campaign literature, signs, media space or time, mailings, office supplies, telephones, renting campaign headquarters and paying for the utility costs of the campaign headquarters.
- The Campaign Finance Administrator will determine permissibility of expenditures.

NOTES

PUBLIC MATCHING FUNDS: **ESTABLISHING ELIGIBILITY AND REQUESTING FUNDS**

Required Contributions

To qualify to receive public funds, a candidate for the Office of Mayor must receive three hundred (300) contributions of ten dollars (\$10) or more, and a candidate for the Office of Council Member must receive two hundred (200) contributions of ten dollars (\$10) or more from individual residents of the City of Tucson.

- Neither loans nor the transfer of anything of value other than money are included for the purpose of determining eligibility to receive public funds.
- A candidate can receive contributions from any person or group eligible to contribute; however, only those contributions received from individuals who are residents of the City of Tucson will be counted for the purpose of determining eligibility.
- Once eligibility is established, contributions from individuals regardless of whether they reside in the City may be matched up to the established limit.

Verification of Eligibility

Candidates must submit evidence to demonstrate that they meet the eligibility requirements before receiving funds. The evidence presented must contain enough detail to allow verification of whether funds were actually received and expended.

A candidate must submit a Statement to Establish Eligibility no later than fourteen (14) days prior to the end of the campaign period. The deadline to file the Statement to Establish Eligibility for the Primary Election is August 19, 2013

An audit by the Campaign Finance Administrator of the candidate's records will be done at the time the Statement to Establish Eligibility is filed to verify eligibility and to make sure that the candidate is maintaining records in an acceptable manner and is in compliance with state and local laws. Refer to the Campaign Finance Record Keeping Manual for Candidates for guidance on how to keep your records.

Requesting Funds

- Once eligibility is established, the candidate is entitled to receive one dollar (\$1) for each dollar received during the campaign period from any individual, regardless of whether or not the individual resides in the City of Tucson – up to a limit of one half (1/2) of the total allowable expenditure limitation as defined in Chapter XVI, Subchapter B, Section 3 of the Tucson City Charter.

- Contributions from the candidate, political committees, partnerships, corporations or other groups eligible to make contributions **will not** be matched by public funds.
- A candidate may request funds as early as January 1 of the year the election is held. However, until the final expenditure limitation is determined, the City will only release funds up to seventy-five percent (75%) of the maximum amount that the candidate may spend through the day of the Primary Election (as determined by the preliminary expenditure limitation).
- A candidate may submit requests for funds beginning with the Statement to Establish Eligibility and no more than once every calendar week thereafter. Requests for funds may be included with other reports or made separately. If made separately, requests for funds must be filed together with a report of the contributions to be matched (Schedule A).
- Once eligibility is established, funds will be available approximately two (2) working days after a request has been received by the Campaign Finance Administrator.
- The request for funds must include the names of any individuals authorized to receive public matching funds for the candidate.
- Last day to request funds for the Primary Election is September 6, 2013 (for contributions received through September 2).
- Last day to request funds for the General Election is November 15, 2013 (for contributions received through November 11, 2013).

Permitted Uses of Public Matching Funds

- Public matching funds can only be spent for the receiving candidate's direct campaign purposes. Examples include purchasing campaign literature, signs, media space or time, mailings, office supplies, telephones, renting campaign headquarters, and paying for utility costs accumulated by the campaign headquarters. Pre- and post-election parties are not direct campaign expenses and cannot be funded with public matching funds.
- A candidate cannot use contributions or public matching funds for purposes such as providing a candidate's personal support, or for donation to another's campaign.
- A candidate who signs a campaign contract may expend public matching funds for the payment of salaries to campaign staff. The candidate must keep documentation supporting the payroll with the financial records. Documentation may include invoices for services provided, or contracts for services, that indicate that the employee was paid on a regular basis and did not begin the campaign as a "volunteer." The amount must be fixed and not contingent upon any funds remaining after the election. The documentation must be signed and notarized by both the candidate and the employee at the time of initial employment.
- Permissibility of expenditures will be determined by the Campaign Finance Administrator.

PUBLIC MATCHING FUNDS: CAMPAIGN FINANCE REPORTING SOFTWARE

The Campaign Finance Administrator will provide software – free of charge – to all candidates who have signed a campaign contract. This software will assist candidates and their committees in maintaining campaign records as well as completing the required reports outlined in this pamphlet.

The Campaign Finance Software program and accompanying manual were created by the City of Tucson Campaign Finance Administrator’s Office to help individuals and committees meet their campaign finance reporting obligations. While every effort was made to provide an overview of the software, the manual is not intended to eliminate the need to ask specific election or campaign finance-related questions.

All candidates participating in the City’s Public Matching Funds Program are required to use the software provided by the Campaign Finance Administrator. Requests to deviate from this policy must be made in writing to the Campaign Finance Administrator. Remember to maintain hard copies of all transactions (e.g., checks, bills, etc.) as proof of contribution or expenditure.

As updates become available, candidates and political committees will be notified. Contact the Campaign Finance Administrator’s Office should you have any questions regarding the information contained in the manual or the operation of the software.

NOTES

PUBLIC MATCHING FUNDS: REPORT FILING AND RECORD KEEPING

Campaign Finance Reporting

A candidate participating in the public matching funds program is required to report all campaign contributions and expenditures in the manner specified by the Campaign Finance Administrator. *Any deviation from the reporting format will not be accepted unless prior written approval is received from the Campaign Finance Administrator.*

- When filing campaign finance reports, plan on spending fifteen to twenty minutes with City Clerk staff reviewing the report.
- The candidate, treasurer and chairperson as well as the person who prepared the reports must sign all reports.
- All signatures must be properly notarized.
- The Campaign Finance Administrator must receive reports no later than 5 p.m. on the dates specified on Page 4.
- Late campaign reports will be charged a penalty, which must be paid upon filing.

Other Requirements

- A “Political Committee No Activity Statement” must be filed if the candidate's campaign committee does not receive any contributions or make any expenditures during a required reporting period.
- Candidates who sign Campaign Finance contracts must promptly resolve any outstanding issues, including discrepancies in campaign finance reports and supporting records.
- Candidates who sign Campaign Finance contracts will be required to file a Termination Statement following the election and after the post-election audit has been certified, but no later than 120 days after the election.

Campaign Records

Candidates are required by law to keep records of campaign contributions and expenditures. Records must support the information included in the disclosure statements filed with the Campaign Finance Administrator’s Office. The records must be kept for three (3) years after the end of the campaign period.

The candidate or candidate's campaign committee must keep track of all funds coming into the campaign (receipts) and all funds flowing out (disbursements). A system should be set up to record, summarize, and communicate information in an orderly and efficient manner.

A sample record keeping system is presented in the Campaign Finance Record Keeping Manual for Candidates. Most of the records require a basic accounting record, such as bank information, which you would maintain even if you did not participate in the matching funds program.

NOTES

PUBLIC MATCHING FUNDS: CLOSING OUT THE BOOKS

A candidate who received public matching funds and later does not file for nomination papers or withdraws as a candidate after filing must, no later than ten (10) days following such event, return to the Campaign Finance Administrator for deposit into the election campaign account an amount equal to the public funds disbursed to that candidate.

If following the Primary or General Election, in which the candidate is elected or defeated, the candidate has unexpended campaign contributions, any surplus must be returned to the election campaign account until the full amount of public matching funds disbursed has been returned. Any remaining unexpended campaign contributions shall be disposed of pursuant to A.R.S.

§ 16-915.01. All unexpended campaign contributions must be disbursed no later than the first Monday in December following the election per the City Charter, Ch XVI, Subchapter B, Section 5(b).

- If a candidate participating in the City of Tucson Public Matching Funds Program has unexpended campaign contributions, any surplus must be returned to the City Election Campaign Account up to the amount received from the City.
- Any funds remaining after reimbursement to the Election Campaign Account may be expended according to State Law (A.R.S. § 16-915.01).
- Goods with a value over two hundred dollars (\$200), any part of which have been purchased with public funds and have a useful value extending beyond the end of the campaign period, will revert to the City.
- Prior to filing a termination statement the post-election audit must be completed. Upon completion of the post-election audit, all campaign committees must file a termination statement with the campaign finance administrator no later than 120 days following the election wherein the candidate is elected or defeated.
- All financial records must be kept for three (3) years following the last day of the campaign period.

NOTES

PUBLIC MATCHING FUNDS: PENALTIES FOR CAMPAIGN VIOLATIONS

Public matching funds candidates are subject to the Rules and Regulations of the City of Tucson in addition to State and Federal law and the penalties prescribed therein.

Public Matching Funds Violations

Note: *This is a summary. It is essential that candidates give careful review to the penalties prescribed in the City of Tucson's Campaign Finance Rules and Regulations.*

- Any candidate who signs a Campaign Contract and then exceeds the expenditure limitation must immediately return to the Election Campaign Account three dollars (\$3) for each dollar overspent.
- Any candidate who signs a Campaign Contract and who exceeds the maximum amount a candidate may contribute and or loan to their campaign must immediately return to the Election Campaign Account three dollars (\$3.00) for each dollar overspent in that election.
- A candidate or person who knowingly or intentionally refuses or fails to comply with provisions of the Charter is guilty of a misdemeanor. If the violation is by a candidate, the candidate's name will not be printed on the ballot. If the ballot is printed before conviction, the candidate will be denied the right to hold office if elected.
- In addition to other penalties provided for by law, a candidate who fails to comply with the provisions of the Charter or the conditions of a properly signed Campaign Contract will be ineligible to receive further public matching funds until the candidate is in compliance.
- Penalties associated with failure to comply with the provisions of either Subchapter A or Subchapter B of Chapter XVI of the Tucson Charter or Arizona Revised Statutes shall not be paid for with public matching funds.
- Complaints regarding alleged violations of Campaign Finance Law must be formally made in writing, notarized, and submitted to the Campaign Finance Administrator.
- Any candidate who executes a contract with paid campaign staff and fails to file a copy with the Campaign Finance Administrator shall be liable for a penalty of up to three (3) times the amount paid to the employee in violation of these rules and regulations.

State Campaign Funds Violations

Note: *This is a summary. It is essential that candidates give careful review to Arizona Revised Statutes Title 16.*

Failure To File/Late Filings

- A.R.S. § 16-918 specifies significant penalties for failure to file the Campaign Finance Reports and/or false reporting.
- There is a failure to make and file a report by the treasurer, the chairperson, the designating individual, or the candidate if any of the following occur:
 - The report is not filed in a timely manner; *or*
 - The report is not properly and/or completely signed; *or*
 - A good faith effort is not made to substantially complete the report.

Violation of Contribution Limits

- An individual who violates the campaign contribution limitations faces significant civil penalties. A person who violates the campaign contribution limitations of A.R.S. §16-905 may have to pay a civil penalty of three times the amount of money, or the value in money for an equivalent of money or other things of value, that has been illegally received, expended or promised.
- Any qualified elector may file a sworn complaint with the attorney general or county attorney. If no action is instituted within forty-five (45) working days of the receipt of the complaint, the person complaining may bring a civil action in their own name and at their own expense.

Deceptive Mailings

An individual or committee is prohibited from attempting to influence the outcome of an election by delivering or mailing any document that:

- Purports to be authorized, approved, required, sent or reviewed by the state government, a county, city, or town, or any other political subdivision, or
- Falsely simulates a document from any of these governmental entities.
- The penalty for deceptive mailings (civil penalty) is equal to twice the total cost of the mailing, or five hundred dollars (\$500), whichever amount is greater.

Disclosure Requirement Violations

- A person who violates any of the disclosure requirements of the Arizona Revised Statutes is subject to a civil penalty of three (3) times the cost of producing and distributing the literature or advertisement.

Petition Forgery

- All petitions that have been submitted by a candidate that is found guilty of petition forgery must be disqualified, and the candidate is not eligible to seek election to a public office for at least five (5) years.

Federal Communications Commission (FCC) Regulations

You may obtain FCC-mandated regulations regarding sponsorship identification, from the Campaign Finance Administrator's office, free of charge.