MICHIGAN DEPARTMENT OF STATE
BUREAU OF ELECTIONS

ORIGINAL OR AMENDED

STATEMENT OF ORGANIZATION FORM FOR LOCAL BALLOT QUESTION COMMITTEES FILED WITH COUNTY CLERK

Information on this form is made public.

1. Committee ID #:	***2. Type of Filing:** ☐ **Original:** ☐ **Amendment to items:** **Eff. Date:**

***3. Date Committee was Formed:**

***4. Full Name of Committee:**

5. Acronym or Abbreviation (if any):

***6. Complete Committee Mailing Address (May be PO Box):**

***7. Complete Committee Street Address (May not be PO Box):**

***Committee Phone:** ***Committee Email Address:**

Committee Fax #: **Committee Website Address:**

***8. Treasurer Name and Complete Residential Address:**

Phone #: **Email Address:**

9. Designated Record Keeper Name and Complete Address:

Phone #: **Email Address:**

***10. REPORTING WAIVER REQUEST:**

☐ **YES, I/WE WANT TO APPLY FOR THE REPORTING WAIVER.** The committee does not expect to spend or receive in excess of $1,000.00 in an ***election.*** I/We understand that if the committee does not spend or receive in excess of $1,000.00 in an ***election***, the committee does not owe detailed campaign statements. I/We further understand that the Reporting Waiver will be automatically lost if the committee exceeds the $1,000.00 threshold and all required campaign statements must be filed. ***A Reporting Waiver does not exempt a committee from filing Late Contribution Reports.***

☐ **NO, I/WE DO NOT WANT TO APPLY FOR THE REPORTING WAIVER.** The committee expects to spend or receive in excess of $1,000.00 in an ***election.*** I/We understand that the committee owes detailed campaign statements even if the committee does not spend or receive in excess of $1,000.00 in an ***election***. **I/We further understand that the Reporting Waiver cannot be requested retroactively to avoid filing requirements and to avoid paying late filing fees.** Further information regarding Reporting Waivers can be found in Appendix C of the Committee Manual.

***11. Name and Address of Depositories** or Intended Depositories of committee funds. (Michigan Bank, Credit Union or Savings & Loan Association)

***Official Depository (name and address):**

Secondary Depository (name and address):

12. List the specific ballot proposal(s) involved using the official ballot designation if available and mark support or oppose as appropriate: ☐ Support ☐ Oppose

Description:

Indicate the ballot proposal district below by selecting County (include the county name), Multi-County or Local (include the name of the jurisdiction). If multi-county, list the county where the greatest number of voters eligible to vote on the proposal reside.

☐ County ☐ Multi-County ☐ Local

13. Verification: I/We certify that all reasonable diligence was used in the preparation of the above statement and that the contents are true, accurate and complete to the best of my/our knowledge or belief. I/We certify that all reasonable diligence will be used in the preparation of each statement electronically filed by this committee and that the contents of each statement will be true, accurate and complete to the best of my/our knowledge or belief.

***Current Treasurer** ***Designated Record Keeper** (If Applicable)

Date: **Date:**

County Filers Only

Clear Form

INSTRUCTIONS FOR COMPLETING THE STATEMENT OF ORGANIZATION FOR LOCAL BALLOT QUESTION COMMITTEES
STATE LEVEL COMMITTEES FILE THIS FORM ELECTRONICALLY

Michigan's Campaign Finance Act (MCFA), P.A. 388 of 1976, covers a "person" operating within Michigan or out-of-state as soon as it spends or receives $500.00 or more in a calendar year to influence voters for or against the qualification, passage or defeat of one or more ballot questions in Michigan. The term "person" is used to mean a business, proprietorship, firm, partnership, joint venture, syndicate, labor organization, company, corporation, association or two or more individuals who act jointly. As soon as a person reaches the $500.00 threshold detailed above, it has 10 calendar days to form and register a "committee" under the MCFA. A person that is covered by the MCFA, registers a committee by filing this form with the appropriate filing official. EXCEPTION: A direct or in-kind contribution given by a "person" to a Ballot Question Committee does not count toward the committee registration threshold if the contribution was not solicited or received by the contributing person for the purpose of supporting or opposing the ballot question involved. All independent expenditures made by a "person" count toward the committee registration threshold regardless of how the funds involved were obtained.

TYPES OF COMMITTEES

Before registering a committee, the difference in the various committee types must be given careful consideration. Be sure you are filing as the appropriate committee type. For further information regarding committee types please see Appendix H of the Committee Manual.

Ballot Question Committees: Formed to support or oppose the qualification, passage or defeat of ballot questions. A ballot question is an issue which is intended to be submitted to a popular vote at an election (including millage issues). A Ballot Question Committee cannot support or oppose candidates.

WHERE TO FILE THIS FORM

Offices that file with the County Clerk's Office:

- If the proposal supported or opposed is to be voted on in a single county, the committee files with the clerk of that county.
- If the proposal supports or opposed is to be voted on in more than one county - but not statewide - the committee files with the clerk of the county where the greatest number of voters eligible to vote on the proposal reside.

Offices that file with the Michigan Department of State Bureau of Elections Office file this form electronically using the assigned Internet application.

- If the proposal supported or opposed is to be voted on statewide the committee files with the Michigan Department of State, Bureau of Elections.

NOTE: The information contained on the Statement of Organization must be kept up-to-date. If a change in the information takes place, an amendment to the form must be filed no later than the due date of the first campaign statement required of the committee after the change. The treasurer serving at the time of the change must sign the amendment.

INSTRUCTIONS

Type or clearly print in ink all information requested on the Statement of Organization form. Each entry on the form is discussed below.

ITEM 1: On the original Statement of Organization, leave Item 1 blank. An identification number will be assigned to the committee by the filing official. For an amendment enter the assigned identification in Item 1.

***ITEM 2:** Indicate whether the Statement of Organization is an original or an amendment. If this is an amendment, list all item number(s) and the effective date of the change.

***ITEM 3:** Enter the date the committee was formed in Michigan. The original Statement of Organization form must be received by the filing official within **10 calendar days** after the committee's formation date. Late filing fees are assessed at a rate of $10.00 per business day if the form is filed late.

***ITEM 4:** Enter the committee's official name. Do not use initials or abbreviations.

ITEM 5: If applicable, enter the committee's abbreviated name or acronym.

***ITEM 6:** Enter the committee's mailing address. A post office box is acceptable as a mailing address. All mail from the filing official will be directed to the committee's mailing address.

***ITEM 7:** Enter the committee's street address. A post office box is not acceptable. (List the treasurer's home address if no other address is available.) Enter the committee's phone number including the area code and e-mail address.

***ITEM 8:** Enter the full name and complete residential address of the committee's treasurer. Include a phone number where the treasurer can be reached during business hours. The committee's treasurer must be registered to vote in Michigan if the committee conducts business through an office or facility located in Michigan. The committee treasurer does not have to be a Michigan resident if the committee does not conduct business through an office or facility located in Michigan. A committee that wishes to have a treasurer who is not a Michigan resident is required to file an "irrevocable written stipulation" with its Statement of Organization. Further information on this requirement can be obtained from your filing official.

ITEM 9: If the committee has a designated recordkeeper enter his or her full name (last name, first name middle initial) complete residential address, telephone number and e-mail address. This is the person, other than the treasurer, who will be responsible for the committee's records and campaign statements filings. If the committee's treasurer will personally handle these responsibilities, leave this item blank. An individual designated in this item may sign campaign statements in place of the treasurer, but does not have the authority to sign a Statement of Organization form in place of the treasurer.

***ITEM 10:** Reporting Waiver Request

• Select **"YES, I/WE WANT TO APPLY FOR THE REPORTING WAIVER"** if the committee does not expect to spend or receive more than $1,000.00 in an election. The committee does not owe detailed campaign statements as long as the committee does not receive or spend more than $1,000.00 in an election.

• Select **"NO, I/WE DO NOT WANT TO APPLY FOR THE REPORTING WAIVER"** if the committee expects to spend or receive in excess of $1,000.00 in an election. This means that the committee owes detailed campaign statements even if the committee does not spend or receive in excess of $1,000.00 in an election. Election means primary, general, special or millage election.

***ITEM 11:** Enter the name and address of the Michigan bank, savings and loan association or credit union that the committee now uses or intends to use as its "official depository." The committee's official depository must be located in Michigan. List the names and addresses of any "secondary depository" the committee currently uses or intends to use. A secondary depository may be used only for the deposit of contributions (for example, as a temporary holding place for receipts from a joint fund raiser); it may not be used for committee expenditures.

ITEM 12: Indicate the letter or number designation of the ballot issue supported or opposed or a description of the proposal. Check the appropriate box to indicate whether the committee supports or opposes the proposal. Check the appropriate box to indicate whether the proposal will be voted on in multiple counties, in one county or at the local level (city, township, village or school district).

***ITEM 13:** This form **must** be signed and dated by the active committee treasurer and designated recordkeeper inf applicable. This form serves as an electronic signature for electronically filing campaign statements and reports.