

INSTRUCTIONS FOR FILING SPECIAL REPORT OF LATE CONTRIBUTION

When This Report is Required:

A special report of late contribution must be filed for contributions of \$1,000 or more received after the closing date of the Pre-Primary or Pre-Election report and before the primary or election. This report must be filed for 1) any contribution of \$1,000 or more, and 2) contributions from a single source totaling \$1,000 or more received during this 15 day period. It must be filed within 72 hours of receiving the contributions.

Who Must File This Report:

This report must be filed by all statewide, legislative and judicial candidates receiving late contributions. Political party committees, and legislative campaign committees must file this report when receiving late contributions. Local candidate committees are not required to file this report.

Where to File a Special Report of Late Contribution:

The special report of late contribution must be filed with the appropriate filing officer. Since only state-level candidates and political party committees must file this report, the report must always be filed with the Government Accountability Board.

Miscellaneous Information:

1. The report must be faxed, emailed, or postmarked within 72 hours of receipt of the contribution.
2. More than one contribution can be reported on this form.
3. The information contained in this special report of late contribution must be included on the next regular report filed by the registrant. The contribution must be included in the appropriate schedule: 1-A for contributions from individuals or 1-B for contributions from committees.