



# Local Jurisdictions Campaign Finance Disclosure Report

SDCL 12-27

This statement is filed with your local election official. Confirm with your **local election official** as to whether this is the form they want you to use. Contact them for additional information or if you need assistance with filling out this document. It is the **Committee's responsibility** to provide accurate information.

**Those local jurisdictions that are required to file campaign finance documents (12-27-39):**

- County offices and ballot question committees in counties with population greater than ten thousand
- Ballot question committees in first class municipalities
- School board positions and ballot question committees in school districts with more than two thousand average daily memberships
  - Any municipal or school district election covered by this chapter shall conform to the contribution limits applicable to legislative offices.

## Political Committee Information Required (please print):

If this is a Candidate Committee, list the candidate name as it appears on the nominating petition and office the candidate is seeking.

Candidate First and Last Name \_\_\_\_\_ Office Sought \_\_\_\_\_

Full Name of Political Committee \_\_\_\_\_

Type of Political Committee \_\_\_\_\_

Mailing Address (PO Box or Street) \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Committee Telephone Number \_\_\_\_\_

Committee Email address (if applicable) \_\_\_\_\_

Treasurer Name \_\_\_\_\_

Treasurer Mailing Address (PO Box or Street) \_\_\_\_\_ City \_\_\_\_\_

State \_\_\_\_\_ Zip \_\_\_\_\_

Treasurer Telephone Number \_\_\_\_\_ Treasurer Email Address \_\_\_\_\_

If you are a **Ballot Question Committee**, indicate which measure the committee is involved with and whether you support or oppose the measure.

Ballot Measure Name and Number or Letter (if assigned): \_\_\_\_\_ Support  Oppose

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No person may execute this report knowing it is false in any material respect. Any violation may be subject to a civil and/or criminal penalty. Any person who, with intent to defraud, falsely makes, completes, or alters a written instrument of any kind, or passes any forged instrument of any kind is guilty of forgery. Forgery is a Class 5 felony ([SDCL 22-39-36](#)). I also understand that failure to timely file any statement, amendment, or correction required subjects the Treasurer, who is responsible for filings under [SDCL 12-27](#), to a civil penalty up to \$1,000.00 for each violation ([SDCL 12-27-40](#)).

Date: \_\_\_\_\_

Signature of Treasurer

## Choose the Type of Campaign Statement you are filing on page two.

### Type of Campaign Statement *(you must select one)*

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#### COUNTY candidates *select one of these reports:*

- Pre-Primary:** fifteen days prior to the primary election, for the reporting period commencing with the last report submitted up through and including twenty days prior to the election date.
- Pre-General:** fifteen days prior to the general election, for the reporting period commencing with the last report submitted up through and including twenty days prior to the election date.
- Year-End:** by the last Friday in January each odd year, for the reporting period commencing with the last report submitted up through and including December thirty-first of the even year;
- Termination of Committee:** filed whenever you choose. The reporting period is from the last report filed to the date you are terminating. The balance has to end in zero and you must report all expenditures and receipts and pay off all outstanding loans, debt and obligations since your last filed report.

You may also select one of the **reports below in combination** with a **report** above:

- Amendment** *(for most recent report filed)*
- Termination of Committee**

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#### COUNTY SPECIAL elections and LOCAL JURISDICTION elections *select one of these reports:*

- Pre-Election report:** fifteen days prior to the election, for the reporting period commencing with the last report submitted up through and including twenty days prior to the election date.
- Year-End report:** by the last Friday in January each year, for the reporting period commencing with the last report submitted up through and including December thirty-first of each year. If you terminate prior to December 31, you do not need to file a Year-End.
- Termination report:** filed whenever you choose. The reporting period is from the last report filed to the date you are terminating. The balance has to end in zero and you must report all expenditures and receipts and pay off all outstanding loans, debt and obligations since your last filed report.

You may also select one of the **reports below in combination** with a **report** above:

- Amendment** *(for most recent report filed)*
- Termination of Committee**

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## DIRECT CONTRIBUTIONS FROM INDIVIDUALS

\*This section reports all contributions from individuals, including family members. If a family member contribution is over the limit for an individual (there are no limits on family member contributions), please make sure to designate next to the Contributor name that they are a family member. ([SDCL 12-27-7](#) & [12-27-8](#), [12-27-9](#), [12-27-10](#))

\*No person, entity, candidate, or political committee may give or accept a contribution unless the name, mailing address, city and state of the contributor is made known to the person, entity, candidate, or political committee receiving the contribution. ([SDCL 12-27-11](#))

**\*NEW (effective July 1, 2019):** Any contribution from a person who is an unemancipated minor shall be deducted from the total contribution permitted under this section by the unemancipated minor's custodial parent or parents. (SDCL 25-5-24 defines emancipated minor)

## UNITEMIZED DIRECT CONTRIBUTIONS FROM INDIVIDUALS

<i>This is the sum of all contributions of \$100.00 or less from individuals. (<a href="#">SDCL 12-27-24 (1)</a>)</i>	<b>Amount</b>
<b>TOTAL of all Unitemized Direct Contributions from Individuals:</b>	\$

## ITEMIZED DIRECT CONTRIBUTIONS FROM INDIVIDUALS

Enter all itemized contributions of more than \$100.00 in the aggregate from each individual below ([SDCL 12-27-24 \(12\)](#)).

**Example:** Joe gave \$50.00 in a previous reporting period and gave \$100.00 in this reporting period so his contributions are now required to be Itemized since his total amount contributed in the calendar year is more than \$100.00. His calendar year aggregate amount is now \$150.00. For this example \$100.00 would be disclosed.

**LOANS MADE TO THIS COMMITTEE (SDCL 12-27-24 (17))**

Loan Contributor Name	Mailing address (Street or PO Box, City, State, Zip Code)	Amount
		\$
		\$
		\$
		\$
<b>TOTAL of all Loans Made to this Committee:</b>		\$

## DIRECT CONTRIBUTIONS FROM ENTITIES

**ALL political committees may receive direct contributions from entities ([SDCL 12-27-7, 8, 9, 10, and 18](#))**

An entity is defined as any organized or unorganized association, business corporation, limited liability company, nonprofit corporation, limited liability partnership, limited liability limited partnership, limited partnership, partnership, cooperative, trust except for a trust account representing or containing only a contributor's personal funds, business trust, association, club, labor union, or collective bargaining organization; any local, state or national organization to which a labor organization pays membership or per capita fees, based upon its affiliation and membership; any trade or professional association that receives its funds from membership dues or service fees, whether organized inside or outside the state; any other entity of any kind, except a natural person that is, has been, or could be recognized by law; or any group of persons acting in concert that is not defined as a political committee in this chapter except, an entity is not a candidate, a public office holder, or a political committee.

\*If you are a **ballot question committee**, which received a contribution from an entity, you must include with this report the **Ballot Question Contribution Statement** you received from the entity.

## DIRECT CONTRIBUTIONS FROM POLITICAL PARTIES

A political party is defined by [SDCL 12-27-1 \(19\)](#). All contributions from Political Parties must be entered as a separate item listing the required information below.

Political Party name	Mailing Address (Street or PO Box)	City, State and Zip Code	Amount
			\$
			\$
			\$
			\$
			\$
			\$
<b>TOTAL of all Itemized Direct Contributions from Political Parties:</b>			\$

## **DIRECT CONTRIBUTIONS FROM IN-STATE POLITICAL ACTION COMMITTEES**

A political action committee (PAC) is defined by [SDCL 12-27-1 \(17\)](#). All contributions from In-State Political Action Committees must be entered as a separate item listing the required information below.

In-State PAC name	Mailing Address (Street or PO Box)	City, State and Zip Code	Amount
			\$
			\$
			\$
			\$
			\$
			\$
			\$
			\$
			\$
<b>TOTAL of all Itemized Direct Contributions from In-State Political Action Committees:</b>			<b>\$</b>

## **DIRECT CONTRIBUTIONS FROM OUT-OF-STATE OR FEDERAL PACS**

All contributions must be itemized separately and include the PAC name and mailing address and also the name and website address of the filing office where the PAC regularly files their campaign finance report(s).

**Examples:** Filing Office Name = Federal Election Commission (FEC) and Filing Website Address = FEC.gov

Out-of-State or Federal PAC Name	Mailing Address (Street or PO Box, City, State, Zip Code)	Filing Office Name	Filing Website Address	Amount
				\$
				\$
				\$
				\$
<b>TOTAL of all Itemized Direct Contributions from Out-of-State or Federal Political Action Committees:</b>				<b>\$</b>

## **DIRECT CONTRIBUTIONS FROM BALLOT QUESTION COMMITTEES**

A ballot question committee is defined by [\(SDCL 12-27-1 \(2\)\)](#). All contributions from Ballot Question Committees must be entered as a separate item listing the required information below.

Ballot Question Committee name	Mailing Address (Street or PO Box)	City, State and Zip Code	Amount
			\$
			\$
			\$
<b>TOTAL of all Itemized Direct Contributions from Ballot Question Committees:</b>			<b>\$</b>

## DIRECT CONTRIBUTIONS FROM CANDIDATE COMMITTEES

A candidate committee is defined by [SDCL 12-27-1 \(3\)](#). All contributions from Candidate Committees must be entered as a separate item listing the required information below.

Candidate Committee Name	Mailing Address (Street or PO Box)	City, State and Zip Code	Amount
			\$
			\$
			\$
			\$
			\$
			\$
<b>TOTAL of all Itemized Direct Contributions from Candidate Committees:</b>			\$

## OTHER INCOME

This section reports all income received from any refunds, rebates, interest earned, sale of property, or other income which is not a direct contribution, during this reporting period. ([SDCL 12-27-24 \(15\)](#)) Cash donations from unknown sources are prohibited. Any contribution, money, or other thing of value received by a candidate or political committee from an unknown source shall be donated to nonprofit charitable entity ([SDCL 12-27-11](#)).

Source of Income	Description	Amount
<b>Example:</b> Fundraiser	Raffle or Silent Auction	\$100.00
		\$
		\$
		\$
		\$
<b>TOTAL of all Other Income:</b>		\$

## DONATED GOODS OR SERVICES

A donated good or service is defined as a good or service provided at no charge or for less than its fair market value. The term does not include the value of services provided by a person as a volunteer for or on behalf of any candidate or political committee, including the free or discounted use of the volunteer's residence or office. ([SDCL 12-27-1 \(12\)](#))

Name and Mailing address (Street or PO Box, City, State, Zip Code)	Description	Estimated Value
<b>Example:</b> Joe Smith, 125 State Street, Pierre, SD	Plywood for campaign signs	\$200.00
		\$
		\$
		\$
<b>TOTAL of all Donated Goods or Services:</b>		\$

## ESTABLISHING AND ADMINISTERING COMMITTEE/SOLICITATION COSTS

List a description and estimated value of funds or donations by an entity to its own political committee for establishing and administering the political committee and for any solicitation costs of the political committee. ([SDCL 12-27-24 \(16\)](#))

Entity Name	Categorical Description	Amount
<b>Example:</b> ABC Company	ABC Company pays for the administration of their ABC PAC (ex: office space rent, utility costs, equipment rental, salary for Treasurer)	\$2,000.00
		\$
		\$

## EXPENDITURES

This section reports expenses that the committee has incurred. Categories have been provided for reporting common expenses. All operational expenses shall be listed.

### OPERATIONAL EXPENDITURES (SDCL 12-27-24 (19))

Categorical Description (Miscellaneous Expense Category is Prohibited)	Amount
**Do not list Independent Communication Expenditures on this page (see page 8).**	
Advertising	\$
Bank Fees	\$
Consulting	\$
Credit Card Fees	\$
Event Expenses	\$
Loan Repayment	\$
Nonprofit Charitable Organization	\$
Office Supplies	\$
Phone	\$
Postage	\$
Printing	\$
Rent	\$
Salaries	\$
Travel	\$
Utilities	\$
List additional expense categories below (i.e. gifts, meals, etc.); <b>Miscellaneous is Prohibited SDCL 12-27-24(19)</b>	\$
	\$
<b>TOTAL of all Operational Expenditures:</b>	<b>\$</b>

### CONTRIBUTIONS MADE TO OTHER CANDIDATES &/OR COMMITTEES

This section reports all contributions that this committee has made to another candidate and/or committee.

Name of Candidate or Committee	Amount
	\$
	\$
	\$
	\$
	\$
	\$
<b>TOTAL of all Contributions to Other Candidates and/or Committees:</b>	<b>\$</b>

## INDEPENDENT COMMUNICATION EXPENDITURES

Lists the **NAME** of the candidate, public office holder, or ballot question related to the independent communication expenditure, the **AMOUNT SPENT** on each independent communication and a **DESCRIPTION** of the independent communication expenditure. ([SDCL 12-27-24 \(20\)](#))

**SDCL 12-27-1 (11)** is the definition of Independent Communication Expenditure: *an expenditure, including the payment of money or exchange of other valuable consideration or promise, made by a person, entity, or political committee for a communication concerning a candidate or a ballot question which is not made to, controlled by, coordinated with, requested by, or made upon consultation with that candidate, political committee or agent of a candidate or political committee.*

Name Candidate, Public Office Holder or Ballot Question Committee	Description of Communication	Date of Communication	Amount Spent
			\$
			\$
			\$
			\$
<b>TOTAL of all Expenditures for Communications:</b>			\$

## DONATED GOODS OR SERVICES TO CANDIDATES OR COMMITTEES

A donated good or service is defined as a good or service provided at no charge or for less than its fair market value. The term does not include the value of services provided by a person as a volunteer for or on behalf of any candidate or political committee, including the free or discounted use of the volunteer's residence or office. ([SDCL 12-27-1 \(12\)](#))

Name and Mailing address (Street or PO Box, City, State, Zip Code)	Description	Estimated Value
Example: Joe Smith, 125 State Street, Pierre, SD	Plywood for campaign signs	\$200.00
		\$
		\$
<b>TOTAL of all Donated Goods or Services to Candidates or Committees:</b>		\$

## OUTSTANDING BALANCE OF EACH LOAN RECEIVED (12-27-24)

Loan Contributor Name	Mailing address (Street or PO Box, City, State, Zip Code)	Balance Remaining
		\$
		\$
		\$
		\$
<b>TOTAL of Loan Balances Remaining:</b>		\$

List any additional comments or explanations, below, regarding entries within this report:

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## SUMMARY OF INCOME AND EXPENDITURES

BEGINNING BALANCE		\$
<i>The beginning balance is \$0.00 for new committees. For existing committees, this beginning balance is the ending balance from the last report filed.</i>		
INCOME		EXPENSES
INCOME TOTALS		
Unitemized Contributions (total from page 3)	\$	
Itemized Contributions (total from page 3)	\$	
Loans Made to this Committee (total from page 3)	\$	
Contributions from Entities (total from page 4)	\$	
Contributions from Political Parties (total from page 4)	\$	
Contributions from In-State Political Action Committees (total from page 5)	\$	
Contributions from Ballot Question Committees (total from page 5)	\$	
Contributions from Out-of-State or Federal Political Action Committees (total from page 5)	\$	
Contributions from Candidate Committees (total from page 6)	\$	
Other Income (total from page 6)	\$	
<b>TOTAL of Income</b>	<b>\$</b>	
EXPENSE TOTALS		
Operational Expenditures (total from page 7)		\$
Contributions to Candidates and/or Committees (total from page 8)		\$
Independent Communication Expenditures (total from page 8)		\$
<b>TOTAL of Expenses</b>		\$
ENDING BALANCE		\$
<i>The ending balance <u>cannot</u> be negative.</i>		
<i>If this is a <b>Termination Report</b>, the <b>ending balance must be zero</b> and there cannot be any outstanding debts, obligations or loans. (<a href="#">SDCL 12-27-25</a>)</i>		

Below is the total of non-cash transactions conducted during the reporting period. These amounts do not calculate into the **ENDING BALANCE** above.

Donated Goods or Services Received (total from page 6)	\$
Donated Goods or Services to Candidates & Committees (total from page 8)	\$

**Return completed form to your local election official.**