

**2016 - Calendar of Reporting Dates
for City of Miami Candidates, Political Committees, and
Electioneering Communication Organizations**

Monthly Reports:

Reports shall be filed on the 10th day following the end of a calendar month from the time the campaign treasurer is appointed, except that if the 10th day following the end of a calendar month occurs on a Saturday, Sunday, or legal holiday, the report shall be filed on the next following day that is not a Saturday, Sunday, or legal holiday. [F.S. 106.07(1)]

Report	From	To	Due Date	Notes
2015-M12	12-01-15	12-31-15	01-11-16	Monthly Report
2016-M01	01-01-16	01-31-16	02-10-16	Monthly Report
2016-M02	02-01-16	02-29-16	03-10-16	Monthly Report
2016-M03	03-01-16	03-31-16	04-11-16	Monthly Report
2016-M04	04-01-16	04-30-16	05-10-16	Monthly Report
2016-M05	05-01-16	05-31-16	06-10-16	Monthly Report
2016-M06	06-01-16	06-30-16	07-11-16	Monthly Report
2016-M07	07-01-16	07-31-16	08-10-16	Monthly Report
2016-M08	08-01-16	08-31-16	09-12-16	Monthly Report
2016-M09	09-01-16	09-30-16	10-11-16	Monthly Report
2016-M10	10-01-16	10-31-16	11-14-16	Monthly Report
2016-M11	11-01-16	11-30-16	12-12-16	Monthly Report
2016-M12	12-01-16	12-31-16	01-10-17	Monthly Report

Campaign Treasurer's Reports:

Each campaign treasurer designated by a candidate shall file Campaign Treasurer's Reports of all contributions received, and all expenditures made, by or on behalf of such candidate. Campaign Treasurer's Reports shall be filed on or before the due dates listed above. Failure to file a Campaign Treasurer's Report on the designated due date will subject the candidate to a fine for each late day as provided in Section 106.07 (8)(b), Florida Statutes. Such fine shall be paid only from personal funds of the candidate.

Campaign Treasurer's Reports shall be filed with the Office of the City Clerk. Campaign Treasurer's Reports shall be filed no later than 5 p.m. of the day designated; however, any report postmarked by the United States Postal Service no later than midnight of the day designated is deemed to have been filed in a timely manner.

In any reporting period during which a candidate has not received funds, made any contributions, or expended any reportable funds, the filing of the required report for that period is waived. Candidates must nevertheless timely file a Waiver of Report, Form DS-DE 87, with the Office of the City Clerk.

Additional Information:

For additional information, please refer to the Office of the City Clerk's Election Webpage located at http://www.miamigov.com/City_Clerk/Pages/Elections/Elections.asp.

If you have any questions, contact the Office of the City Clerk at 305-250-5361 or Sandra Forges, Elections Coordinator, via phone at 305-250-5369 or via email at sforges@miamigov.com.