

**2016 City of Miami Referendum Special Election
Calendar of Reporting Dates
Political Committees**

Reporting Dates:

Report	From	To	Due Date	Notes
2016-M01	01-01-16	01-31-16	02-10-16	Monthly Report
2016-S01	02-01-16	02-19-16	02-26-16	18 th Day Prior to Special Election Report
2016-S02	02-20-16	03-10-16	03-11-16	4 th Day Prior to Special Election Report

Campaign Treasurer's Reports:

Each campaign treasurer designated by a political committee shall file regular reports of all contributions received and all expenditures made by or on behalf of such political committee. 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 to a fine for each late day as provided in Section 106.07 (8), Florida Statutes.

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)]

When an election is called for an issue to appear on the ballot at a time when no candidates are scheduled to appear on the ballot, all political committees making contributions or expenditures in support of or in opposition to such issue shall file reports on the 18th and 4th days prior to such election.

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.

When there has been no reportable activity in the campaign account during a reporting period (no funds expended or received) the filing of the report is waived. The political committee shall notify the Office of the City Clerk in writing on or before the prescribed reporting date that no report is being filed on that date. The next report filed must specify that the report covers the entire period between the last submitted report and the report being filed.

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.