

Lobbyist Reminders

- **Lobbyist Renewal** was due Jan 5th, 2016. If lobbying, must register within five days of beginning lobbying activity.
- **Verify current registration** info by logging-in to [lobbyist e-file](#) system.
- **List of Principals and Legislative Action Report:** This report is filed twice each year due on March 15 and May 30 and filed with MEC. Include general description of proposed legislative action which the lobbyist (or lobbyist principal) supported or opposed.
- **FAQ: What is a lobbyist expenditure?** Money spent for a public official, their staff, family or for a group. See [Lobbyists FAQs](#) for more information.

Are you required to file a PFD?

Annual Filers:

If your name was submitted to our office by a political subdivision (county, city, school district, fire district, etc.) as a person required to file a Personal Financial Disclosure (PFD) due to a position held in 2015, then you must file your PFD by **5:00 pm on May 2, 2016**. The statutory due date is May 1, however, since that date falls on a Sunday the due date is extended to Monday, May 2nd. Annual filers must file for each year (or portion of a year) for which they hold a position that requires the filing of a PFD.

Letters with instructions for e-filing along with your MEC Online ID and Password to [e-file](#) were sent earlier this month.

If you fail to file by May 2, 2016, you will be assessed a late filing fee of \$10.00 per day. After 30 days the fee increases to \$100.00 per day, not to exceed \$6,000.00. Additional penalties may also apply.

The time period covered on the PFD for an annual filer is Jan. 1st, 2015-Dec 31st, 2015*.

Candidate Filers:

If you are required to file a PFD due to the office you are seeking in the April or August elections, then you must file your PFD **by an earlier due date**. The due date for the April election is Feb. 2, 2016. Failure to file by this date will result in late fees, failure to file by Feb. 9, 2016, will result in disqualification and removal from the ballot, unless your subdivision has a conflict of interest ordinance or policy on file with the MEC. If filing deadlines are then not met, penalties (if any) are assessed by the subdivision according to its ordinance.

*Time period covered for an incumbent candidate, or candidate who is also an annual filer, is Jan. 1, 2015—Jan. 19, 2016 for candidates in the April election and Jan. 1, 2015—Mar. 29, 2016 for candidates in the August election.

Time period covered for a new candidate, or candidate who is not also an annual filer, is Jan. 19, 2015—Jan. 19, 2016 for candidates in the April election and Mar. 29, 2015—Mar. 29, 2016 for candidates in the August election.

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Paid for By Requirements

Any pamphlet, circular, handbill, sample ballot, advertisement including newspaper or other periodical advertisement, sign including signs for display on motor vehicles, or other imprinted or lettered material relative to a candidate or ballot measure must contain the proper **"Paid for By"** information.



See the Commission's brochure, [Campaign Material Identification Requirements](#) (Paid for by disclaimer) and [tutorial](#) for the proper disclaimer. Also find information on what might be excluded from this requirement.

Our Mission: The MEC serves the public interest by promoting and maintaining transparency, accountability, and compliance with campaign finance, lobbying, and conflict of interest laws. We educate and assist the citizens of Missouri, public officials, lobbyists, and those participating in public elections by increasing awareness and understanding of the law. We investigate and enforce these laws consistently.

Campaign Finance Tips

- A committee that is not required to register with the MEC and only required to [register](#) with the local election authority (county clerk or board of election commissioners) must register and file all reports with the local election authority on paper forms. Such committee has the option of registering with the MEC and filing reports electronically, but is not required (unless the committee receives a single contribution, loan, or anything of value in excess of \$5,000).
- [Candidate Central](#) has a useful [Committee Checklist](#) including steps for forming and registering a committee
- Ensure the official committee email address is up to date with the MEC. Reminders and other communications are sent by the MEC to this address.
- All committees receive email reminders of upcoming reports due for each election in case a committee makes a contribution or expenditure to support or oppose a candidate or ballot measure in that specific election. The committee may have to file a report with the MEC or the local election authority.
- When importing itemized contributions or expenditures for a report in the Campaign Finance electronic reporting system, refer to the Help and Hints on the import page for specifications and templates.

MEC Employee Spotlight

Alex Herigon: Employee of the Quarter

In his role as **Information Technologist II**, Alex has been the only developer in the office, having to take on all responsibilities of new development as well as fixes and changes to existing applications. This has required Alex to become very familiar with all our applications in a short period of time.

Alex was responsible for rollout and bug fixes on the new MEC website which was very time consuming during the first few weeks. He has worked on PFD reports and intranet pages, SQL data requests, assisted outside users and internal staff with filing and various questions all while working on completing the committee transfer pages for the new campaign finance intranet. As one person has said, he is becoming a key "go to" person for staff. Way to go Alex!

Ballot Measures: Use of Public Funds

Is your jurisdiction placing a question on the ballot?

If your public body anticipates putting a ballot measure before the voters in 2016, please be aware of Section 115.646, RSMo. That law provides that:

No contribution or expenditure of public funds shall be made directly by any officer, employee or agent of any political subdivision to advocate, support, or oppose any ballot measure or candidate for public office. This section shall not be construed to prohibit any public official of a political subdivision from making public appearances or from issuing press releases concerning any such ballot measure.

How to:

Search "Use of Public funds" decisions

1. Go to the [MEC website](#)
2. Choose [Commission Business](#) at the top of the page.
3. At the very bottom of the Commission Business page click [Commission Actions](#)
4. Click **Advanced Search** (the third gray tab on the right)
5. Go to **Step 3** and select Complaint Category, Use of Public Funds
6. Click **Search**

🔗 Click [HERE](#) to view Frequently Asked Questions (FAQ's) regarding Commission actions.

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