



YEAR-END REPORT NOTICE

FEDERAL ELECTION COMMISSION

PARTIES AND PACS

December 28, 2009

CURRENT REPORT DUE:

SEMIANNUAL & MONTHLY FILERS

REPORT	CLOSE OF BOOKS ¹	REG./CERT. & OVERNIGHT MAILING DEADLINE	FILING DEADLINE
Year-End	12/31/09	01/31/10	01/31/10 ²

WHO MUST FILE

All Party Committees and PACs (Nonconnected Committees and Separate Segregated Funds) must file either semiannual or monthly reports in 2009. Before a committee can stop filing with the FEC, it must file a termination report with the Commission. Committees must continue to file reports until the Commission notifies them in writing that their termination report has been accepted.

See [11 CFR 102.3](#).

PLEASE NOTE: The Commission provides reminders of upcoming filing dates as a courtesy to help committees comply with the filing deadlines set forth in the Act and Commission regulations. Committee treasurers must comply with all applicable filing deadlines established by law, and the lack of prior notice does not constitute an excuse for failing to comply with any filing deadline.

Supplemental Filing Information is available on [page 2 of this notice](#).

¹ A reporting period always begins the day after the closing date of the last report filed. If the committee is new and has not previously filed a report, the first report must cover all activity that occurred before the committee registered.

² Notice that this filing date falls on a weekend. Filing dates are not extended when they fall on nonworking days. Accordingly, reports filed by methods other than Registered, Certified or Overnight Mail, or electronically, must be received before the Commission's (or for committees supporting only Senate candidates, the Secretary of the Senate's) close of business on the last business day before the deadline.

SUPPLEMENTAL FILING INFORMATION

METHODS OF FILING REPORTS

Electronic Filing

Reports filed electronically must be received and validated by the Commission by 11:59 p.m. Eastern Time on the filing deadline.

- Web Page: [Electronic Filing Page](#)
- Campaign Guide: [Nonconnected Committees \(Nonconnected\), pp. 51-53](#) [PDF]; [Corporations and Labor Organizations \(SSF\), pp. 49-51](#) [PDF]; [Political Party Committees \(Party\), pp. 67-69](#) [PDF].

Paper Filing -- Meeting the Filing Deadline

Paper report filing options – Registered, Certified or Overnight or First Class Mail.

- Web Page: [Link to Paper Forms](#) (for downloading and printing)
- Campaign Guide: [Nonconnected, pp. 47-48](#) [PDF]; [SSF, pp. 45-46](#) [PDF]; [Party, p. 63](#) [PDF].

COMPLIANCE

Treasurer Responsibility

Committee treasurers are responsible for both the timeliness and the accuracy of all reports. They may be subject to monetary penalties if reports are inaccurate or are not filed on time.

- [Statement of Policy Regarding Treasurers Subject to Enforcement Proceeding](#) [PDF]
- Campaign Guide: [Nonconnected, pp. 3-4](#) [PDF]; [SSF, pp. 1-2](#) [PDF]; [Party, p. 6](#) [PDF].

Administrative Fine Program

Failure to file reports on time may be subject to civil money penalties up to \$16,000 (or more for repeat late- and non-filers).

- Web Page: [Administrative Fine Program Page](#)
- Campaign Guide: [Nonconnected, pp. 48-49](#) [PDF]; [SSF, p. 46](#) [PDF]; [Party, p. 64](#) [PDF].

48- AND 24-HOUR REPORTS OF INDEPENDENT EXPENDITURES

Any PAC or Party Committee that makes independent expenditures in 2009 may have to disclose this activity within 48- or 24-hours based upon the date and amount of the expenditure.

- Web Page: [2009 special election 48- and 24-hour reporting periods for independent expenditures](#)
- Campaign Guide: [Nonconnected, pp. 72-74](#) [PDF]; [SSF, pp. 65-67](#) [PDF]; [Party, pp. 85-87](#) [PDF].

These reports are not required when a PAC or Party Committee makes a contribution directly to a candidate.

2009 REPORTING SCHEDULE

- Web Page: [2009 Reporting Dates Page](#)
- The *Record* [January 2009 issue](#) [PDF]
- Campaign Guide: [Nonconnected, pp. 49-51](#) [PDF]; [SSF, pp. 46-48](#) [PDF]; [Party, pp. 65-66](#) [PDF].

CHANGE IN FILING FREQUENCY

Committees able to change their reporting schedule (for example, from monthly to semiannually) who wish to do so must notify the Commission in writing and may change their filing frequency no more than once per calendar year.

- Web Page: [Filing Frequency by Type of Committee](#)
- Campaign Guide: [Nonconnected, p. 51](#) [PDF]; [SSF, p. 49](#) [PDF]; [Party, p. 65](#) [PDF].

LOOKING AHEAD TO 2010

QUARTERLY FILING SCHEDULE

REPORT	CLOSE OF BOOKS ¹	REG./CERT. & OVERNIGHT MAILING DEADLINE	FILING DEADLINE
April Quarterly	03/31/10	04/15/10	04/15/10
July Quarterly	06/30/10	07/15/10	07/15/10
October Quarterly	09/30/10	10/15/10	10/15/10
Pre-General ³	10/13/10	10/18/10	10/21/10
Post-General	11/22/10	12/02/10	12/02/10
Year-End	12/31/10	01/31/11	01/31/11

MONTHLY FILING SCHEDULE

REPORT	CLOSE OF BOOKS ¹	REG./CERT. & OVERNIGHT MAILING DEADLINE	FILING DEADLINE
February	01/31/10	02/20/10	02/20/10 ²
March	02/28/10	03/20/10	03/20/10 ²
April	03/31/10	04/20/10	04/20/10
May	04/30/10	05/20/10	05/20/10
June	05/31/10	06/20/10	06/20/10 ²
July	06/30/10	07/20/10	07/20/10
August	07/31/10	08/20/10	08/20/10
September	08/31/10	09/20/10	09/20/10
October	09/30/10	10/20/10	10/20/10
Pre-General	10/13/10	10/18/10	10/21/10
Post-General	11/22/10	12/02/10	12/02/10
Year-End	12/31/10	01/31/11	01/31/11

PRE-ELECTION REPORTING

Quarterly filing committees that make contributions or expenditures (including independent expenditures) in connection with an election must also file a pre-election report, if the activity was not previously reported.

- Web Page: 2010 Reporting Dates Page – available in late 2009
- The *Record* January 2010 issue [PDF]
- Campaign Guide: [Nonconnected, pp. 49-51](#) [PDF]; [SSF, pp. 46-48](#) [PDF]; [Party, pp. 65-66](#) [PDF].

¹ See Footnote #1, [p. 1 of this notice](#).

² See Footnote #2, [p. 1 of this notice](#).

³ Required only if committee makes contributions or expenditures in connection with the election during the reporting period.

FOR INFORMATION, CALL: (800) 424-9530 or (202) 694-1100