



MINNESOTA

CAMPAIGN FINANCE BOARD

September 12, 2023

Dear House Candidate:

The forms and information enclosed in this packet are to assist you in meeting the requirements of Minnesota Statutes, Chapter 10A, which governs campaign finance and disclosure in Minnesota. As a candidate in a special election, you will be required to meet various statutory requirements and deadlines. Please review this letter and the enclosed disclosure calendar for information about deadlines and requirements.

- If you wish to be eligible to receive a subsidy, the enclosed **public subsidy agreement** must be completed and filed with the Board by **September 20, 2023**. You must sign and file an agreement to be eligible to receive a public subsidy payment. Please read the agreement carefully, because once it is signed, the agreement may not be rescinded. Funding is available for the public subsidy payment to eligible candidates.
- The **affidavit of contributions** must be completed and filed with the Board **by September 25, 2023** if you seek to qualify for a public subsidy payment. The Board will be unable to pay a public subsidy to you if you fail to file the affidavit on time. In order to file the affidavit, you must first raise \$1,500 in qualifying individual contributions.
- The **statement of economic interest** must be completed and filed with the Board **within 14 days** after you file an affidavit of candidacy. A statement of economic interest is required by statute from each candidate filing for state office.
- A Registration and Statement of Organization must be completed and filed with the Board within 14 days after raising or spending more than \$750 (other than your own personal funds) to influence your nomination or election in this special election. If you have already registered a committee for House District 52B the registration is still in effect. If needed you may use the enclosed form to amend any committee information previously filed.
- Please refer to the House District 52B Special Election Public Disclosure Calendar for important filing dates.
- **Please Note:** The **pre-special primary report**, due on November 9, 2023, is **only required if there is a special primary**. See the House District 52B Special Election Public Disclosure Calendar.
- A candidate is required to file electronic reports that disclose their committee's receipts and expenditures. The Board provides a free web-based application, called Campaign Finance Reporter Online, which satisfies this requirement. Instructions regarding how to begin using the application are available at cfb.mn.gov/pdf/publications/CFR/Getting_started_in_CFRO.pdf.

Late filing fees: Please note, if a report, including a report of large pre-election contribution, is not filed on time, a late filing fee of \$50 per business day will begin to accrue **WITHOUT NOTICE** on the next day following the day the report was due. The maximum late filing fee per report is \$1,000.

Contribution Limits: During the special election cycle the contribution limits are as provided in the following chart. Please note, with the exception of contributions from the candidate, contribution limits apply regardless of whether the candidate signs the public subsidy agreement.

Any contributor that is not a political party unit, a terminating state candidate committee, or the candidate	\$1,000	Total amount of cash and in-kind contributions and loans that may be accepted from a single contributor or lender
Political party units and terminating state candidate committees	\$10,000	Aggregate total of cash and in-kind contributions and loans that may be accepted from all party units and terminating state candidate committees, combined
Political committees and funds, lobbyists, and unregistered associations (special source limit)	\$14,500	Aggregate total of cash and in-kind contributions and loans that may be accepted from all political committees and funds, lobbyists, and associations that are not registered with the Board, combined
Candidate	\$5,000	Total amount of cash and in-kind contributions and loans that may be accepted from the candidate, unless the candidate does not sign a public subsidy agreement, in which case this limit does not apply

If you have questions about this packet, please call me at 651-539-1182 or 800-657-3889.

Sincerely,



Jeff Sigurdson
Executive Director

Minnesota Campaign Finance and Public Disclosure Board

PUBLIC SUBSIDY AGREEMENT

Special Election – House District 52B

Special Election Cycle: September 11, 2023 through December 20, 2023

Candidate's Name	
Office Sought House of Representatives	District 52B
Telephone with area code	Email address
Committee registration number	

Terms of Agreement:

As a candidate for the House of Representatives, I wish to participate in Minnesota's public subsidy system, which consists of a political contribution refund program and a program of direct payments to candidates. I understand that signing this agreement does not guarantee that I will receive direct payments under that portion of the public subsidy system. As a condition of participating in the public subsidy programs, I hereby agree to the following:

1. I and my principal campaign committee will abide by the statutory campaign expenditure limit for a House of Representatives candidate through December 20, 2023. I understand that campaign expenditures include the total of my committee's monetary campaign expenditures, in-kind campaign expenditures, and unpaid campaign expenditures during the special election cycle. The base spending limit for my committee during the special election cycle is \$72,700.
2. I will not contribute to my principal campaign committee more than \$5,000 in total during the special election cycle. I understand that my contribution total includes my cash and in-kind contributions and the outstanding balance of any loans I make to my principal campaign committee.
3. My principal campaign committee will return with its special election cycle final report of receipts and expenditures the amount of public subsidy received (if any) that exceeds my actual campaign expenditures.
4. I and my principal campaign committee will make no independent expenditures.
5. I and my principal campaign committee will comply with Minnesota Statutes section 10A.38, which relates to closed captioning for deaf and hard-of-hearing persons.

I have read and understand this agreement and I understand that it is a binding legal contract. I know that once I sign and file it, I may not cancel or rescind it even if I do not meet the other requirements to receive direct payments of public subsidy.

Signature of candidate

Date signed

Statement of qualification for first-time candidate campaign expenditure limit increase (see instructions). I have reviewed the requirements for a first-time campaign expenditure limit increase and by signing below, I claim eligibility for this increase.

Signature of candidate

Date signed

PUBLIC SUBSIDY AGREEMENT

Special Election – House District 52B

Why file this agreement. This agreement must be completed and filed by candidates for state legislative office as a condition of eligibility for the political contribution refund program and the direct payments program of the Minnesota public subsidy system. You may not issue political contribution refund receipts for contributions received before this agreement is signed and filed with the Board. Contributions made prior to the date you file this agreement are NOT eligible for the political contribution refund program.

How to file this agreement. This agreement may be filed by mailing it to: Campaign Finance and Public Disclosure Board, 658 Cedar St, Suite 190, St. Paul, MN 55155. It may also be filed by fax to 651-539-1196 or 800-357-4114 or by email to cfb.reports@state.mn.us.

You must confirm the filing of this agreement. An agreement that is lost in the mail or is the subject of a failed or unreceived fax or email is not a filed agreement. After you file this agreement, you must confirm its receipt and filing by the Board. You may do this by checking the candidate information tab on your committee's page on the Board's website, by searching your name at <https://cfb.mn.gov/reports/#/public-subsidy-agreement>, or by calling 651-539-1188.

Deadline: This agreement must be signed and filed with the Board no later than SEPTEMBER 20, 2023.

For assistance: Questions may be directed to Board staff at 651-539-1188 or 800-657-3889.

Additional requirements to qualify for direct payments of public subsidy

Signing and filing this public subsidy agreement is just one step in qualifying for direct public subsidy payments. To be eligible to receive direct payments of public subsidy funds you must also:

1. Raise at least \$1,500 in monetary contributions from January 1, 2023, through September 25, 2023, from persons eligible to vote in Minnesota. To count a contribution in this total:
 - You must have the name and address of the contributor, no matter how small the contribution;
 - You may count only the first \$50 received from each contributor; and
 - You may not count in-kind contributions.
2. File, no later than September 25, 2023, an Affidavit of Contributions verifying that the required amount of qualifying contributions was received. The Affidavit of Contributions may be filed electronically by a candidate using the Board's Campaign Finance Reporter Online application.
3. Be on the December 5, 2023, special election ballot either because you won the special primary or you had no opponent in the special primary.

Spending limit increase for candidates running for office for the first time

The spending limit is increased by 10% for a candidate who has not previously held the same office, whose name has not previously been on the primary or general election ballot for that office, and who has not in the past 10 years raised or spent more than \$750 to run for any other office whose territory now includes a population that is more than one-third of the population in the territory of the new office. If you meet the above requirements for a spending limit increase, sign the statement of qualification for the first-time candidate campaign expenditure limit increase at the bottom of the public subsidy agreement form.

Public Subsidy Amounts:	<u>Party Affiliation</u>	<u>Total Amount</u>
	DFL	\$4,977.79
	RPM	\$3,068.75
	LMNP	\$2,028.28
	GRP	\$2,008.62
	LPM	\$67.25



MINNESOTA CAMPAIGN FINANCE BOARD

AFFIDAVIT OF CONTRIBUTIONS Special Election – House District 52B

(INSTRUCTIONS ON OTHER SIDE)

The undersigned candidate or treasurer states as follows:

1. The Candidate is: (Please print or type)

Candidate Name	Reg. #
Mailing address	
City/state/zip	
Telephone # with area code	Email address

2. The candidate named above is a candidate in the special election for House District 52B.

3. The principal campaign committee for the candidate has accumulated total contributions in the amount of \$1,500, counting **ONLY THE FIRST \$50 RECEIVED FROM EACH INDIVIDUAL CONTRIBUTOR WHO IS ELIGIBLE TO VOTE IN THIS STATE**. The contributions were received in the time period described in the eligibility instructions on page two.

Notice to filer: To qualify for public subsidy, the amount of contributions reported in item 3 above, must be at least \$1,500. If you have not raised at least this amount, filing this affidavit will not qualify you for public subsidy.

Signature of candidate or treasurer

Date signed

Any person who signs and certifies to be true a report or statement which the person knows contains false information, or who knowingly omits required information, is subject to a civil penalty imposed by the Board of up to \$3,000 and is subject to criminal prosecution for a gross misdemeanor.

AFFIDAVIT OF CONTRIBUTIONS

Special Election – House District 52B

INSTRUCTIONS

This affidavit of contributions must be completed and filed by the candidate or the treasurer of a principal campaign committee to establish eligibility for receipt of public subsidies in the special election for House District 52B. **The form must be filed by SEPTEMBER 25, 2023.**

General

- This affidavit must be signed by the candidate or treasurer, and dated.
- All information on this form is public.
- Please retain a copy of this affidavit for your records.
- Refer your questions to Campaign Finance & Public Disclosure Board staff at 651-539-1188, 800-657-3889, or TTY 800-627-3529, ask for 651-539-1188.

Deadline

An affidavit of contributions must be received by the Campaign Finance and Public Disclosure Board by SEPTEMBER 25, 2023, or, if mailed, postmarked by SEPTEMBER 25, 2023.

Filing

This affidavit may be filed with the Board by:

- mail,
- submitting the form using the Campaign Finance Reporter Online application,
- delivery in person or by messenger to the Board's office, or
- fax to 651-539-1196 or 800-357-4114.

This document is considered timely filed if it is received in the Board's office or postmarked on or before the required filing date.

Public Subsidy Eligibility Requirement Instructions

Please note To be eligible to receive public subsidy funds from the State Elections Campaign Fund, you must:

- Complete, sign and file the public subsidy agreement for House District 52B not later than SEPTEMBER 20, 2023.
- Accumulate at least \$1,500 in contributions from individuals eligible to vote in Minnesota, counting only the first \$50 received from each individual contributor. Contributions received on or after January 1, 2023, and **by** September 25, 2023, may be counted toward the \$1,500. The deadline for accumulating contributions that count toward the \$1,500 for the House District 52B special election affidavit of contributions is September 25, 2023.
- File an affidavit of contributions with the Board by SEPTEMBER 25, 2023, stating that you have accumulated the \$1,500.
- Win the special primary (if contested).

This document is available in alternative formats to individuals with disabilities by calling 651-539-1180; 800-657-3889; or through the Minnesota Relay Service at 800-627-3529.



MINNESOTA CAMPAIGN FINANCE BOARD

190 Centennial Office Building, 658 Cedar St, St Paul, MN 55155

cfb.mn.gov

Original Statement of Economic Interest for Candidates for Elective Office

Filing instructions

(General instructions for completing the form start on page 2)

- The statement must be received by the Campaign Finance and Public Disclosure Board within 14 days after a candidate files an affidavit of candidacy.
- Late fees will accrue for a statement not received by the due date.
- This form may be filed by mail to the address above, by email to cfb.eis@state.mn.us, or by fax to 651-539-1196 or 800-357-4114.
Fax filers: Keep the original and a fax confirmation notice as proof of timely filing.
- All information on this statement is public information and may be published on the Board's website.
- It is unlawful to use information filed with the Board for commercial purposes.
- Board staff may be reached by telephone at 651-539-1187 or 800-657-3889 or by email at cfb.eis@state.mn.us.

Candidate information

Employment information

Name	Occupation (Includes categories such as student, retired, and homemaker.)
Address at which you wish to receive mail from the Board (You may use either a home or business address. This will not be posted to the Board's website.)	Name of employer (You may need to include your employer as a source of compensation on page 2. Also indicate here if self-employed or unemployed.)
City, state, zip	Business address (This address will be posted on the Board's website)
Telephone (Daytime)	Business city, state, zip
Email address	

Office information

Office sought	District #
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Certification

I, _____, certify that the information contained on this form, including information on the schedules, is complete, true, and correct.
(Print name)

Signature

Date

Notice: Any person who signs and certifies to be true a statement which the person knows contains false information or omits required information is subject to a civil penalty imposed by the Board of up to \$3,000 and is subject to criminal prosecution for a gross misdemeanor.

This document is available in alternative formats to individuals with disabilities by calling 651-539-1180 or 800-657-3889 or through the Minnesota Relay Service at 800-627-3529.

Reporting period

The reporting period is the calendar month before the month in which you filed your affidavit of candidacy.

Sources of compensation

List all businesses from which you received more than \$250 in compensation in any calendar month during the reporting period. You should include any employer listed on the first page if it is a business as described below.

"Business" means an association, corporation, partnership, limited liability company, limited liability partnership, or other organized legal entity. An individual acting alone in the individual's own capacity, such as in the form of a sole proprietorship, is not a business for purposes of this statement, nor is a government agency.

"Compensation" means any payment for labor or personal services as a director, officer, owner, member, partner, employer, or employee of a business. Compensation does not include payments that do not result from the performance of services, such as rental income, social security payments, unemployment compensation, workers' compensation, pension benefits, or insurance benefits.

----- Check each applicable box -----

Name of source	Director	Officer	Owner	Member	Partner	Employer	Employee

Business ownership

If you own 25% or more of a business **and** received more than \$250 in any month during the reporting period as an employee of that business, list the business or professional activity category from page 4 that best describes the main function of the business.

Business or professional activity category (See page 4)

Independent contracting

If you received more than \$2,500 for work as an independent contractor in the past 12 months, list the business or professional activity category from page 4 that best describes the nature of that work.

Business or professional activity category (See page 4)

Securities

List all businesses whose securities valued at more than \$10,000 you individually or jointly held at any time during the reporting period. Use the definition of business from the Sources of compensation section on the previous page.

“Securities” means stocks, shares, bonds, warrants, options, pledges, notes, mortgages, annuities, debentures, leases, and commercial paper. “Securities” does not include shares of mutual funds, shares of exchange-traded funds, or defined benefit pension plans. For stocks, list the name of the business- do not list the exchange symbol, total shares, or value.

For retirement accounts like IRAs or 401(k)s, list the individual investment items, other than mutual funds or exchange-traded funds, held through the account. For example, if you have an IRA managed by Charles Schwab, do not list Charles Schwab – IRA. Instead, obtain an itemized listing of the investments held in the IRA and report those investments, other than mutual and exchange-traded funds, that meet the definition of security and exceed \$10,000 in value.

Name of business in which security is held	Name of business in which security is held

Real property

Do not report your homestead. Report interests in all other real property located in Minnesota that you held individually or jointly during the reporting period. You must report the following interests: a fee simple interest (you are an owner, even if you owe a mortgage), a contract for deed as a buyer or seller, or a mortgage that you hold as a seller.

Report an option to buy if the value of the option is more than \$2,500 or if the fair market value of the optioned property is more than \$50,000 even if the value of the option itself is \$2,500 or less. For each property list the county in which the property is located. Also list the street address and city, or if the property does not have a street address, the section, township, and range where the property is located and the approximate acreage.

Upon written request and for good cause shown, the Board may waive the requirement that a public official disclose the address of a secondary residence of the official. Contact Board staff if you want to request this waiver.

----- Check one -----

MN County	Street address and city; or section, township, and range	Own (Even if paying a mortgage)	Contract for deed (As buyer or seller)	Option to buy: Option value greater than \$2,500	Option to buy: Property value greater than \$50,000	Mortgage (Only if held as seller)	Acreage (If applicable)

Pari-mutuel horse racing interests

Report any investment, ownership, or interest in property connected to pari-mutuel horse racing in the United States or Canada, including a race horse. Include direct, indirect, partial or full interests held by you or an immediate family member.

----- Check one -----

	Partial interest	Full interest	Description of interest (Horse, stable, etc.)
Official direct interest			
Official indirect interest			
Family interest			

Business and professional activity categories

Use these categories for the business ownership and independent contracting categories on page 2.

If you need more information to decide which category to use, please see the chart on the Internal Revenue Service website at <https://www.irs.gov/instructions/i1040sc#idm140495537003200>.

Accommodation
Administrative and Support Services
Agriculture, Forestry, Hunting, & Fishing
Agriculture & Forestry Support Activities
Amusement, Gambling, & Recreation Industries
Broadcasting (except internet) & Telecommunications (including internet service providers)
Construction of Buildings
Construction - Heavy and Civil Engineering
Construction - Specialty Trade Contractors
Credit Intermediation & Related Activities
Data Processing Services (including internet publishing)
Educational Services
Food Services & Drinking Places
Health Care - Ambulatory Health Care Services
Health Care - Hospitals
Health Care - Nursing & Residential Care Facilities
Information (publishing industries except internet)
Insurance Agents, Brokers, & Related Activities
Manufacturing - Chemical
Manufacturing - Food
Manufacturing - Leather & Allied Product
Manufacturing - Nonmetallic Mineral Product
Manufacturing - Other
Mining
Motion Picture & Sound Recording
Museums, Historical Sites, & Similar Institutions
Performing Arts, Spectator Sports, & Related Industries
Personal & Laundry Services
Professional, Scientific, & Technical Services (Architectural, Engineering, & Related Services)
Professional, Scientific, & Technical Services (Computer Systems Design & Related Services)
Professional, Scientific, & Technical Services (Legal, Accounting, Payroll, & Tax Preparation Services)
Professional, Scientific, & Technical Services (Specialized Design Services)
Professional, Scientific, & Technical Services (Other)
Real Estate
Religious, Grantmaking, Civic, Professional, & Similar Organizations
Rental & Leasing Services
Repair & Maintenance Services
Retail - Building Material & Garden Equipment & Supplies Dealers
Retail - Clothing & Accessories Stores
Retail - Electronic & Appliance Stores
Retail - Food & Beverage Stores
Retail - Furniture & Home Furnishing Stores
Retail - Gasoline Stations
Retail - General Merchandise Stores
Retail - Health & Personal Care Stores
Retail - Motor Vehicle & Parts Dealers
Retail - Sporting Goods, Hobby, Book, & Music Stores
Retail - Miscellaneous Store Retailers
Retail - Nonstore Retailers
Securities, Commodity Contracts, & Other Financial Investments & Related Activities
Social Assistance
Transportation
Transportation (couriers and messengers)
Unclassified Establishments (unable to classify)
Utilities
Warehousing & Storage Facilities
Waste Management & Remediation Services
Wholesale Trade - Merchant Wholesalers (Durable Goods)
Wholesale Trade - Merchant Wholesalers (Nondurable Goods)
Wholesale Electronic Markets and Agents & Brokers

Campaign Finance and Public Disclosure Board

190 Centennial Office Building, 658 Cedar St, St Paul, MN 55155

cfb.mn.gov



Registration and Statement of Organization Principal Campaign Committee

under Minn. Stat. §§ 10A.14 and 10A.105

Instructions

- This statement is due at the Campaign Finance and Public Disclosure Board office within 14 days after the Candidate raises or spends in excess of \$750, or within 10 days after any change in previously filed information.
- All required sections must be filled in before the committee can be registered.
- This form may be emailed to cf.board@state.mn.us or faxed to 651-539-1196 or 800-357-4114.
- All information on this form or report is public information and may be published on the Board's website at cfb.mn.gov.
- It is unlawful to use this information for commercial purposes.
- Do not use pencil or red ink.
- Board staff may also be reached by phone at 651-539-1188 or 800-657-3889 or by email at cf.board@state.mn.us.

Registration

New Registration

Amendment: Registration No. _____

Candidate

Candidate name	
Address (Line 1)	
Address (Line 2)	
City, state, zip	
Telephone (Daytime)	Email address (Required, or write "No email")

Office sought

Constitutional office (Specify) _____ Senate: Distr # _____ House of Representatives: Distr # _____

Supreme Court Appeals Court District Court: Distr # _____ Seat # _____

Party affiliation (check one)

Democratic-Farmer-Labor Party Grassroots-Legalize Cannabis Party Independence Party Libertarian Party

Republican Party Legal Marijuana Now Party Other: _____

Committee (Required)**Chair (Required)**

Committee name	Chair name
Address (Line 1)	Address (Line 1)
Address (Line 2)	Address (Line 2)
City, state, zip	City, state, zip
Telephone (Daytime)	Telephone (Daytime)
Committee website address	Email address (Required, or write "No email")

Treasurer (Required)**Deputy treasurer (Optional)**

Treasurer name	Deputy treasurer name
Address (Line 1)	Address (Line 1)
Address (Line 2)	Address (Line 2)
City, state, zip	City, state, zip
Telephone (Daytime)	Telephone (Daytime)
Email address (Required, or write "No email")	Email address

Committee bank account(s) (Must be opened before registering committee)

1. Name of bank	2. Name of bank
Address of bank (Line 1)	Address of bank (Line 1)
Address of bank (line 2)	Address of bank (Line 2)
City, state, zip of bank	City, state, zip of bank

Certification

I, _____, certify that this statement represents the single registration for this candidate for this office and that this statement is complete, true, and correct.

Print or type name

Signature of treasurer or candidate

Date

Any person who signs and certifies to be true a report or statement which the person knows contains false information, or who knowingly omits required information, is subject to a civil penalty imposed by the Board of up to \$3,000 and is subject to criminal prosecution for a gross misdemeanor.



House District 52B Special Election Public Disclosure Calendar

Minnesota Campaign Finance and Public Disclosure Board

2023

- September 13 Candidate filing period opens to run for office. **Candidates must file a statement of economic interest within 14 days after filing for office.**
- September 19 Last day for candidates to file to run for office.
- September 20 Last day for candidates to sign and file a public subsidy agreement.
- September 25 Last day to raise contributions to qualify for public subsidy and to file an affidavit of contributions.
- November 2 Last day of transactions included in the pre-special primary report of receipts and expenditures.
- November 3 through November 15 **Reporting of Large Contributions – Pre-special primary**
Contributions and loans from any one source totaling more than \$500 must be reported to the Board electronically or in person by the end of the next business day after receipt and also on subsequent reports of receipts and expenditures for the special election cycle. Failure to file the notice on time will result in a \$50 per day late filing fee. **Note:** Candidates who are unopposed at the special primary do not need to report large contributions during this period.
- November 9 **Pre-special primary report of receipts and expenditures due (if there is a special primary).**
Period covered: January 1 through November 2, 2023.
- November 13 \$50 per day late filing fee begins for failure to file the pre-special primary report of receipts and expenditures.
- November 16 SPECIAL PRIMARY
- November 21 Last day of transactions included in the pre-special election report of receipts and expenditures.
- November 22 through December 4 **Reporting of Large Contributions – Pre-special election**
Contributions and loans from any one source totaling more than \$500 must be reported to the Board electronically or in person by the end of the next business day after receipt and also on subsequent reports of receipts and expenditures for the special election cycle. Failure to file the notice on time will result in a \$50 per day late filing fee. **Note:** Candidates who lost the special primary do not need to report large contributions during this period.
- November 28 **Pre-special election report of receipts and expenditures due.** Period covered: January 1 through November 21, 2023.

November 29	\$50 per day late filing fee begins for failure to file the pre-special election report of receipts and expenditures.
November 30	Public subsidy payment distributed to eligible candidates not later than one week after the canvassing board certification of the special primary.
December 5	SPECIAL ELECTION
December 20	Public subsidy agreements expire.

2024

January 2	Special election cycle final report of receipts and expenditures due. Period covered: January 1 through December 20, 2023. Note: Candidates will be required to file a 2023 year-end report in addition to the special election cycle final report, unless the special election cycle final report is a termination report.
January 3	\$25 per day late filing fee begins for failure to file the special election cycle final report of receipts and expenditures.
January 31	2023 year-end report of receipts and expenditures due. Period covered: January 1 through December 31, 2023. Note: This report is not required if the special election cycle final report was a termination report with an ending balance of \$100 or less.
February 1	\$25 per day late filing fee begins for failure to file the 2023 year-end report of receipts and expenditures.