

## Reporting Requirements for Issue Committee and Small Scale Issue Committee

### Definition

- A group of two or more people who support or oppose a ballot issue or ballot question; or
- Accepted or made contributions or expenditures in excess of \$200 to support or oppose a ballot issue or ballot question; or
- Printed 200 or more petition sections

### Registering

- An Issue Committee cannot form or accept money until council passes a resolution to place the question on the ballot
- Within 10 days of accepting or making contributions or expenditures in excess of \$200 to support or oppose any ballot issue or question
- Only the registered agent may sign and file reports
- Amendments or changes must be filed within 5 days of the change

### Small Scale Issue Committee:

If Contributions or expenditures do not exceed \$200 – No Registration or Reporting is required.

If Contributions or expenditures are between \$200 and \$5,000, Registration is required within 10 business days of date on which the \$200 threshold has been reached. No reporting requirements if you do not reach \$5,000 but you must keep track in case you are challenged.

### Issue Committee:

When the \$5,000 threshold has been reached, small scale issue committee is considered an issue committee and all issue committee reporting requirements apply.

### Reporting Date Deadlines:

<u>Reporting Date</u>	<u>Reporting Period</u>
October 18, 2016	through October 13, 2016
November 4, 2016	October 14, 2016 through October 30, 2016
December 8, 2016	October 31, 2016 through December 3, 2016

Contribution limits do not apply to issue committees, except that Colorado law prohibits contributions made with the expectation that the committee will reimburse all or part of the contribution.

All forms are filed with the Arvada City Clerk's Office

If you have questions, please call Kristen Rush, City Clerk, at 720-898-7546 or email, [Kristen@arvada.org](mailto:Kristen@arvada.org)