A. RALPH MOLLIS
STATE of RHODE ISLAND
HOPE
Secretary of State

RHODE ISLAND
HOW TO RUN FOR OFFICE 2014

A Guide for Candidates

Bring an ID to the Polls

Poll workers will ask you to show a Photo ID when you vote at your polling place. Voter ID strengthens the public's faith in the integrity of our elections by enabling poll workers to match a voter's name to their face.

What is an acceptable Photo ID?

IDs must be valid and cannot have expired, but they do not need to have your current address.

Acceptable Photo IDs include:

1) RI driver's license
2) U.S. passport
3) State of RI or U.S. government-issued ID card
4) ID card from an educational institution in the United States
5) U.S. military ID card
6) Government-issued medical card
7) Voter ID

Protecting Your Vote

No eligible voter will be turned away at the polls. Voters who do not bring ID to the polls can vote using a standard provisional ballot, which will be counted if the signature they give at the polling place matches the signature on their voter registration card.

Mail ballots will not require Voter ID.

If you don't have a valid photo ID? Get a free Voter ID.

Find more about Voter ID at www.sos.ri.gov

State of Rhode Island and Providence Plantations

Office of the Secretary of State

A. Ralph Mollis

Secretary of State

Dear Candidates and Election Officials:

As Secretary of State, I have the privilege of assuring that our elections are accessible to those who wish to serve as an elected official in the state of Rhode Island.

Our office understands that the election process can sometimes be intimidating for someone new, so we've put together this comprehensive guide to help newcomers, as well as experienced elected officials, navigate the process from start to finish.

Rhode Island – How to Run for Office 2014: A Guide for Candidates walks you through the necessary steps to successfully run for office in the 2014 September primary and 2014 November election.

Everything you need to know, including a detailed list of crucial deadlines, basic facts about registering to vote, and filing formal declarations of candidacy are contained within our new guide. It also includes important dates and details regarding Rhode Island's Voter ID requirements, as well as campaign finance regulations, which are governed by the state Board of Elections.

I am committed to open government, and believe all Rhode Islanders should enjoy full access to their state and local government, therefore *Rhode Island – How to Run for Office 2014: A Guide for Candidates* is posted 24/7 on our website at www.sos.ri.gov/elections/forms. We provide hard copies upon request, however sharing this link with family, friends, political parties, the general public, candidates and constituents, is most efficient, and saves Rhode Island taxpayers the cost of printing thousands of copies of the guide.

Election Calendar 2014 and *How to Register and Vote* are two other guides our office produces, which may be useful to you as well. *Election Calendar 2014* details all-important deadlines and requirements for the September 2014 primary and November 2014 election. *How to Register and Vote* includes information on applying for a mail ballot, how to properly change your party affiliation, and how to locate your polling place.

Remember, government belongs to you, the people of the state of Rhode Island. The more you know, the better you will be served.

Should you need any additional information, please don't hesitate to contact our Elections Division at 401-222-2340, TTY 711 or elections@sos.ri.gov.

Sincerely,

A. Ralph Mollis

A. Ralph Mollis
Secretary of State

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DECLARATION OF CANDIDACY

What is a declaration of candidacy?

The declaration of candidacy is the document you sign to start the process of becoming a candidate. You "declare" yourself as a candidate for a particular office and if you wish to run as a party candidate, you also "declare" yourself to be a member of that party.

Am I eligible to file a declaration of candidacy?

If you are a registered voter who is 18 years of age or older, you may run for any political office in Rhode Island other than senator in Congress, for which the minimum age requirement is 30, or representative in Congress, for which the minimum age requirement is 25.

You are eligible to file a declaration of candidacy as a party candidate if, at the time of filing the declaration of candidacy, you are qualified to vote in the primary within the district for the office which you seek.

You are eligible to file a declaration of candidacy as an independent/unaffiliated candidate if, at the time of filing the declaration of candidacy, you are qualified to vote in the election within the district for the office which you seek.

If you are planning on running under a party label, you must be a member of that particular party or unaffiliated at the time of filing your declaration of candidacy.

What is the deadline to register to vote to be eligible to be a candidate?

If you file your declaration of candidacy on:	You must be registered to vote, no later than:
June 23	May 23
June 24	May 24
June 25	May 25

Do I need to file a declaration of candidacy?

If you wish to start the process of becoming a candidate for any office on the ballot, you must file a declaration of candidacy. The following offices will be on the 2014 ballot:

Federal Public Office:	Senator in Congress Representative in Congress
State Public Office:	Governor Lt. Governor Secretary of State Attorney General General Treasurer Senator in General Assembly Representative in General Assembly
Local Public Office:*	Mayor Council School Committee
State Party Committee Office:	Senatorial District Committee Representative District Committee Democrat State Committee
Local Party Committee Office	City Committee Town Committee Ward Committee

*Contact your local board of canvassers for a full listing of local public offices in your city/town.

Where do I get my declaration of candidacy?

The declaration of candidacy is available at the local board of canvassers in each city and town and at the Office of the Secretary of State's Elections Division. There is one generic declaration of candidacy to be used by all candidates. You will fill in the required information and check off the appropriate boxes. You must file a separate declaration of candidacy for every office you seek. For example, if you wish to run for a public office and a party office, such as representative in General Assembly and representative district committee, you must complete two separate declarations of candidacy.

The declaration of candidacy is also available on our website at www.sos.ri.gov/elections/. You can complete the form on-line and print it out. You must then sign it, have your signature witnessed by two individuals and deliver or mail the form as indicated in the next section.

Where do I file my declaration of candidacy?

If you wish to be a candidate for senator in Congress, representative in Congress, Governor, Lt. Governor, Secreatry of State, Attorney General or General Treasurer, you must file your declaration of candidacy at the Office of the Secretary of State's Elections Division, 148 W. River Street, Providence, RI.

For all other offices (senator in General Assembly, representative in General Assembly, party committees, and local offices), you must file your declaration of candidacy at the local board of canvassers in the city or town where you are registered to vote.

The declaration of candidacy that you file must contain original signatures. Your completed form may not be faxed or e-mailed.

When do I file my declaration of candidacy?

Your declaration of candidacy containing original signatures must be filed on **June 23, 24 or 25.**

If I am a Democrat, a Moderate or a Republican, can I file a declaration of candidacy as an independent candidate?

Yes. The following chart may help you to understand your filing options:

If you are registered as a:	And you wish to run as a:	Are you eligible to file a declaration as a:
Democrat	Democrat	YES
Democrat	Moderate	NO*
Democrat	Republican	NO*
Democrat	Independent	YES
Moderate	Democrat	NO*
Moderate	Moderate	YES
Moderate	Republican	NO*
Moderate	Independent	YES
Republican	Democrat	NO*
Republican	Moderate	NO*
Republican	Republican	YES
Republican	Independent	YES
Independent	Democrat	YES
Independent	Moderate	YES
Independent	Republican	YES
Independent	Independent	YES

*If you belong to one party and want to run under another party label, you must DISAFFILIATE 90 days prior to the date you will file your declaration of candidacy.

NOTE: In the preceding chart, Independent refers to unaffiliated.

Can I file a declaration of candidacy for more than one office?

You are prohibited from filing a declaration of candidacy for more than one public state or local office in a primary or election.

State and local public offices are offices elected in an election. State public offices in 2014 are: Governor, Lt. Governor, Secretary of State, Attorney General, General Treasurer, senator in General Assembly and representative in General Assembly. Examples of local public offices are mayor, town administrator, council and school committee. For a full listing of local public offices in your city/town, contact your local board of canvassers.

However, if you file for a state or local public office, you can still file for party offices. Party offices are offices elected in a primary, i.e. Democrat, Moderate and Republican city/town committees, senatorial district committees, representative district committees, ward committees and democratic state committee.

For example, you may file a declaration of candidacy as a Democrat for representative in General Assembly and another declaration of candidacy as a Democrat for your Democratic representative district committee.

Additionally, you may NOT file for the same office under different party labels.

For example, you may NOT file a declaration of candidacy for senator in General Assembly as a Democrat and file a declaration for senator in General Assembly as an independent/unaffiliated candidate.

If I am an independent/unaffiliated voter, and file a declaration of candidacy as a party candidate, does that automatically make me a member of that party?

Yes. For example, if you are an independent/unaffiliated voter and file a declaration of candidacy as a Democrat, you are automatically recorded as a member of the Democrat Party. Filing a declaration of candidacy is sufficient to bind you to that party even if you do not circulate nomination papers or you do not vote in the primary.

DISAFFILIATION

What is disaffiliation?

When you no longer wish to be a member of a particular party, you must sign a form to "disaffiliate" from that party. Forms are available at the local boards of canvassers.

When do I have to disaffiliate?

If you want to run as a candidate for a party other than the one to which you belong, you must disaffiliate 90 days before you file your declaration of candidacy.

If you are registered as a:	And you wish to run as a:	Are you required to disaffiliate:
Democrat	Moderate	YES
Democrat	Republican	YES
Democrat	Independent	NO
Moderate	Democrat	YES
Moderate	Republican	YES
Moderate	Independent	NO
Republican	Democrat	YES
Republican	Moderate	YES
Republican	Independent	NO
Independent	Democrat	NO*
Independent	Moderate	NO*
Independent	Republican	NO*

*By declaring to be a candidate in a primary you will then become a member of that party.

NOTE: In the preceding chart, Independent refers to unaffiliated.

What is the deadline to disaffiliate?

If you are planning on running as a candidate for a party other than the party to which you currently belong, you must disaffiliate 90 days prior to the date you will file your declaration of candidacy. For the 2014 primary, you must disaffiliate no later than **March 25, 26 or 27,** depending on the date your declaration of candidacy is filed.

If you file your declaration of candidacy on:	You must file your disaffiliation, if necessary, no later than:
June 23	March 25
June 24	March 26
June 25	March 27

Where can I disaffiliate?

You must file your disaffiliation with the local board of canvassers in the city or town where you are registered to vote.

You can also file your disaffiliation by completing a new mail-in voter registration form, keeping in mind that the mailed registration form must be received by the above deadlines.

ENDORSEMENTS

What is an endorsement?

This is the process whereby party officials designate a person to be the candidate representing their party in a primary, and if no primary, in the election.

Who makes the endorsements?

It depends on the office for which you are running. The following chart should help:

For the office of:	Endorsements are made by:
Senator in Congress Representative in Congress Governor Lt. Governor Secretary of State Attorney General General Treasurer	State Committee
Senator in General Assembly Senatorial District Committee	Senatorial District Committee
Representative in General Assembly Representative District Committee Democrat State Committee	Representative District Committee
Local Offices City/Town Committee Member Ward Committee Member	City/Town/Ward Committee

Where are the endorsements filed?

It depends on the office to be endorsed. The following chart should help:

For the office of:	Endorsements are filed at:
Senator in Congress Representative in Congress Governor Lt. Governor Secretary of State Attorney General General Treasurer	Office of the Secretary of State's Election Division
Senator in General Assembly* Representative in General Assembly*	Local Board of Canvassers Where Endorsed Candidate Resides
Senatorial District Committee*	Local Board of Canvassers Where Endorsed Senate Candidate Resides
Representative District Committee*	Local Board of Canvassers Where Endorsed Representative Candidate Resides
Democrat State Committee*	Local Board of Canvassers Where Endorsed Representative Candidate Resides
Local Offices City/Town Committees Ward Committees	Local Board of Canvassers

* For Providence only: Endorsements of candidates for senator in General Assembly, representative in General Assembly, senatorial and representative district committee or Democrat state committee in the city of Providence must be filed at the Office of the Secretary of State's Elections Division, 148 W. River Street, Providence, RI.

How many signatures are required on endorsements?

In the case of an endorsement filed by a city, town or ward committee, three officers of the committee must sign the endorsement paper.

In the case of an endorsement filed by a senatorial or representative district committee, a majority of the members of the committee must sign. For example, if a senatorial district committee has seven members, a minimum of four members must sign the endorsement.

When are endorsements filed?

City, town and ward committees must file their endorsements of local candidates no later than **June 26**. Representative and senatorial district committees must file their endorsements no later than **June 26**.

State committees must file their endorsements of federal and statewide candidates no later than **June 27**. On **June 27**, state committees also must file endorsements with local boards of canvassers for state and local candidates where the city, town or district committee has failed or neglected to do so.

What happens if I am the endorsed candidate for a public office?

If you are the endorsed candidate for a public office such as senator in General Assembly or town council, you will be issued nomination papers and you must submit the required number of valid signatures in order to qualify to be on the ballot.

What happens if I am the endorsed candidate for a party committee office?

If you are the endorsed candidate for a party office such as representative district committee or town committee, you do not need to gather signatures. The filing of the endorsement by the particular committee is sufficient to nominate you to the party office.

What happens if I am not endorsed and I want to run as a party candidate for public office?

If you are an unendorsed candidate for a public office such as senator in General Assembly or town council, you will be issued nomination papers and you must submit the required number of valid signatures in order to qualify to be on the ballot.

What happens if I am not endorsed and I want to run as a party candidate for a party committee office?

If you are an unendorsed candidate for a party office such as representative district committee or town committee, you will be issued nomination papers and you must submit the required number of valid signatures in order to qualify to be on the ballot.

NOMINATION PAPERS

What are nomination papers?

Nomination papers are the forms on which you will obtain valid signatures, that is, signatures of registered voters who are eligible to vote for the office that you are seeking. In order to be on the ballot, you will need to obtain a specified number of valid signatures on your nomination papers. Please refer to the following chart to determine the number of signatures required.

How many signatures are required on nomination papers in order to qualify?

If you are running for:	You will need the following number of valid signatures:
Senator in Congress	1,000
Representative in Congress	500
Governor	1,000
Lt. Governor	500
Secretary of State	500
Attorney General	500
General Treasurer	500
Senator in General Assembly	100
Representative in General Assembly	50
Senate and Representative District Committees (Unendorsed only)	50
Democrat State Committee (Unendorsed only)	50
Local Offices	Check with your local Board of Canvassers.

Who needs nomination papers?

All candidates for federal, state and local public office need nomination papers.

The only candidates who do NOT need nomination papers are ENDORSED candidates for party committees (i.e. state democratic, district, city, town or ward committees.) However, UNENDORSED candidates for state democratic, district, city, town or ward committees MUST gather signatures on nomination papers.

When and where do I get my nomination papers?

You may pick up your nomination papers starting on **July 1.**

If you are running for senator in Congress, representative in Congress, Governor, Lt. Governor, Secretary of State, Attorney General or General Treasurer, you must obtain your nomination papers from the Office of the Secretary of State's Elections Division, 148 W. River Street, Providence, RI.

Nomination papers for all other offices (senator in General Assembly, representative in General Assembly, party committees and local office) must be obtained from the local board of canvassers where you filed your declaration of candidacy, except for Providence.

For Providence Candidates Only: If you are a candidate for senator in General Assembly, representative in General Assembly or senatorial or representative district committee or Democrat State Committee in the city of Providence, you must obtain your nomination papers from the Office of the Secretary of State's Elections Division, 148 W. River Street, Providence, RI.

All persons other than candidates picking up nomination papers from the Office of the Secretary of State's Elections Division must have written authorization from the candidate.

Who can sign my nomination papers and do they have to be a member of the same party?

ANY registered voter may sign your nomination papers if the registered voter is eligible to vote for the office for which you seek election. For example, a voter who is registered in the First Congressional District can sign your papers if you are running for the office of representative in Congress in District 1, but that voter cannot sign your nomination papers if you are running for the office of representative in Congress in District 2.

The voter DOES NOT need to be a member of the political party listed on the nomination paper. Example: a registered Democrat can sign the nomination papers of a candidate, Democratic candidate, Moderate candidate, Republican candidate or an independent/unaffiliated candidate.

Does it make a difference which of my papers a voter signs?

Yes. At the top of each nomination paper there is a space for you to indicate the city/town in which the signers are registered voters. You must have registered voters sign nomination papers from the city or town in which they are registered to vote. You cannot mix registered voters from different cities or towns on the same nomination paper.

Example: a registered voter in Providence must sign a nomination paper that lists "Providence" at the top of the paper. This is the paper that you will return to the Providence Board of Canvassers; the Providence Board of Canvassers will certify signatures on this paper. If a Cranston voter signs a Providence nomination paper, that signature will not be certified since the nomination paper will be reviewed only by Providence.

If a voter signs a nomination paper of a party candidate, does that automatically make the voter a member of that party?

No. The act of signing nomination papers does not make the voter a member of that political party. Example: signing the nomination paper of a Democrat candidate does not make the signer a member of the Democrat Party.

How many papers can a person sign?

There is no restriction on the number of nomination papers a person can sign for federal and state candidates. However, your signature can only be counted once for each candidate.

When do I return my nomination papers?

The deadline for all candidates to return nomination papers to the appropriate local board of canvassers is **July 11 at 4 p.m.**

Where do I return my nomination papers?

Your completed nomination papers must be returned to the local board of canvassers in the city or town listed at the top of the nomination paper.

How do I know if I qualified for ballot placement?

Candidates for federal and state office can call the Office of the Secretary of State's Election Division or check our website at www.sos.ri.gov/elections. As certified nomination papers are received from the local boards, we will enter the number of valid signatures for each candidate into our database. This information will be updated at the end of each day during the nomination paper certification process **(July 1 through July 17)** with the final posting available after the close of business on **July 17**.

Candidates for local office can check with their local board of canvassers.

WITHDRAWAL OF CANDIDACY

If I file a declaration of candidacy, can I decide not to run?

Yes. As a party or independent/unaffiliated candidate for local office, you may withdraw no later than **July 14**. Your withdrawal must be filed with the local board of canvassers where you filed your declaration of candidacy.

Your withdrawal as a party nominee or independent/unaffiliated candidate for federal or state office must be filed with the Office of the Secretary of State's Elections Division, 148 W. River Street, Providence, RI no later than **July 18**.

Can I withdraw as a candidate after I file my nomination papers?

Yes. As a party or independent/unaffiliated candidate for local office, you may withdraw no later than **July 14**. Your withdrawal must be filed with the local board of canvassers where you filed your declaration of candidacy.

Your withdrawal as a party nominee or independent/unaffiliated candidate for federal or state office must be filed with the Office of the Secretary of State's Elections Division, 148 W. River Street, Providence, RI no later than **July 18**.

Can I withdraw if I am the party's nominee for the office that I am seeking?

Yes. If you are the party's nominee for the office that you are seeking (i.e. you are the candidate that will appear on the November ballot for your party) you can withdraw.

Keep in mind that you have to withdraw by **September 12** in order for the party to name another candidate to fill the vacancy.

BALLOT ARRANGEMENT - PRIMARY

Will there be a primary for the office that I am seeking?

A primary is necessary when two or more individuals from the same political party qualify for ballot placement for the same office.

There would be no primary for the office you seek if: (1) no one else filed a valid declaration of candidacy as a party candidate from the same party for the same office that you are seeking; (2) no one else filed timely nomination papers containing the requisite number of signatures for the same office that you are seeking under the same party label; or (3) the other candidate(s) who qualified for the same office under the same party label withdrew according to state law.

In primaries where the voter casts a vote for more than one candidate for an office, there is no primary when the number of candidates qualified for ballot placement equals or is less than the number to be elected. For example, in a town council race where the voters are allowed to vote for any five, there is no primary when the number of candidates from the same political party qualified for ballot placement is five or less individuals from the same political party.

If I run as a candidate for public office, when does my name appear on the primary ballot?

Names of federal, state and local candidates for public office where there is a primary appear on the **September 9** ballot.

Please note that the names of unopposed party candidates for federal and state office also appear on the primary ballot. However, when there is no primary opposition for the office you are seeking, you are automatically the nominee of your party for said public office and your name will also appear on the November ballot.

Names of unopposed party candidates for local office do not appear on the primary ballot.

If I run as a candidate for a party committee, when does my name appear on the ballot?

Party committees are elected at the time of the primary being held for the party. For example, senatorial and representative district committees will be elected on **September 9.**

In elections for party committees where the voter casts a vote for more than one candidate for an office (i.e. vote for any five members of a senatorial district committee), there is no election when the number of candidates qualified for ballot placement equals or is less than the number to be elected. In this case, party committee candidates for said committee are automatically elected to the positions and their names do not appear on the ballot.

How will my name appear on the primary ballot?

Your name will be printed on the ballot as it appears on the voting list.

How is my ballot placement determined if I am a candidate in a primary?

The endorsed candidate for each federal, state and local office will appear first directly under the title of office that is being sought and will have an asterisk (*) preceding his or her name. For local offices where there is more than one endorsed candidate, the names of the endorsed candidates shall be listed in the order in which they were certified to the Office of the Secretary of State's Elections Division by the local board of canvassers.

The unendorsed candidate or candidates for federal and state offices will follow on the ballot. If there is more than one unendorsed candidate, they will be listed on the ballot in the order chosen by a lottery conducted by the Office of the Secretary of State.

The unendorsed candidate or candidates for local offices will be listed in alphabetical order following the name or names of the endorsed candidate or candidates.

When are the lotteries conducted for ballot placement for the primary?

The Office of the Secretary of State will conduct a lottery on **July 18 at 5 p.m.,** in the Governor's State Room, State House, to determine ballot placement for unendorsed federal and state party candidates for primary ballots.

BALLOT ARRANGEMENT - ELECTION

How will my name appear on the election ballot?

Your name will be printed on the ballot as it appears on the voting list. Party candidates will be listed on the ballot along with the name of their political party. Independent/unaffiliated candidates will be listed on the ballot along with the name of their "political principle, movement or organization" in small print or the word "Independent" when no "political principle, movement or organization" is listed on the candidate's declaration of candidacy.

How is my ballot placement determined if I am a candidate in the election?

The order in which the political parties appear on the election ballot is determined by a lottery conducted by the Office of the Secretary of State. The order in which federal and state independent/unaffiliated candidates appear on the ballot beneath the party candidates is also determined by a lottery conducted by the Office of the Secretary of State. For local public offices, city/town selects method of ballot placement.

When are the lotteries conducted for ballot placement for the election?

The Office of the Secretary of State will conduct a lottery on **July 18 at 5 p.m.** in the Governor's State Room, State House, to determine ballot placement of party candidates and federal and state independent/unaffiliated candidates for the election ballots.

NOTE: The determinations in this booklet are a matter of interpretation and are intended solely as a guide. They do not constitute official interpretation of state law. All statutory references are to Title 17 of the General Laws, 1956, as amended, as of December 31, 2013.

ELECTION DAY ACTIVITIES

Are there any restrictions on activities at the polling places on Election Day?
Rhode Island General Laws, Section 17-19-49 currently prohibits the display or distribution of any poster, paper, circular or document that would aid, injure or defeat any candidate for public office or any political party or any question on the ballot.

This law prohibits such display within the voting place or within fifty feet of the entrance or entrances to the building in which voting is taking place at any primary or election.

Election officials, that is, wardens, moderators, clerks and bi-partisan supervisors, assigned to a polling place are also prohibited from displaying or wearing any political party button, badge or other device that is intended to aid, injure or defeat the candidacy of any person for public office or any question on the ballot or to intimidate or influence any voter.

The Board of Elections has oversight of the conduct of elections at polling places and that office should be contacted if you have any specific questions as to what campaigning is allowed.

CAMPAIGN FINANCING

For state and local candidates, Title 17, Chapter 25 of the Rhode Island General Laws entitled "Rhode Island Campaign Contributions and Expenditures Reporting" governs campaign financing.

The Campaign Finance Division of the Rhode Island State Board of Elections administers this chapter of the Rhode Island General Laws. The Rhode Island State Board of Elections also promulgates rules and regulations regarding campaign financing.

The Campaign Finance Division provides information relative to campaign financing reporting requirements as well as information on contribution and expenditure limits and restrictions relative to financing a campaign.

The Campaign Finance Division will also provide information regarding public financing of election campaigns of candidates for statewide general offices.

For further information regarding campaign finance, contact:

Rhode Island State Board of Elections
50 Branch Avenue
Providence, Rhode Island 02904
Phone: 401-222-2345
Fax: 401-222-4424
E-Mail: campaignfinance@elections.ri.gov
Website: www.elections.ri.gov

Federal candidates running for office in Rhode Island should contact the Federal Election Commission for campaign finance requirements.

Federal Election Commission
Phone: 1-800-424-9530
Website: www.fec.gov

CAMPAIGN FINANCE CALENDAR 2014

Note: "NOTICE OF ORGANIZATION"

Any candidate for public office, as defined in §17-25-3, is required to file a "Notice of Organization" with the Board of Elections prior to receiving any contributions or expending any money in the furtherance or aid of his/her candidacy or at the time of filing his/her declaration of candidacy, whichever occurs first. (Note: Persons who have a current "Notice" on file with the Board of Elections and who regularly file reports with the Board are not required to file an additional "Notice.")

› **January 31, 2014 (not later than)**
POLITICAL PARTY COMMITTEES – TREASURER
Designation of a campaign treasurer by each state and municipal committee of a political party.
§17-25-9

› **March 1, 2014**
ANNUAL REPORTS
Each state and municipal committee of a political party must file an annual report setting forth in the aggregate all contributions received and expenditures made during the previous calendar year.
§17-25-7(b)

› **April 30, 2014**
(For reporting period January 1, 2014 thru March 31, 2014)
QUARTERLY ONGOING REPORTS
Reports are due from candidates, political parties, and political action committees.
§17-25-11

› **July 31, 2014**
(For reporting period April 1, 2014 thru June 30, 2014)
QUARTERLY ONGOING REPORTS
Reports are due from candidates*, political parties, and political action committees.
* Candidates who file their "Notice of Organization" during the declaration period need not file this report. The first report of contributions received and expenditures incurred shall be due as follows:
› IF A CANDIDATE IN THE PRIMARY, the report for the period between the date of declaration and August 11, 2014, shall be due on August 12, 2014.
› IF NOT A CANDIDATE IN THE PRIMARY, the report for the period between the date of declaration and October 6, 2014, shall be due on October 7, 2014.
§17-25-11

- **August 12, 2014**
  (For reporting period July 1, 2014 thru August 11, 2014)
  PRE-PRIMARY REPORTS
  Candidates, political parties, and political action committees that are participating in a primary must file reports 28 days prior to the party primaries.
  §17-25-11(a)(2)
- **September 2, 2014**
  (For reporting period August 12, 2014 thru September 1, 2014)
  PRE-PRIMARY REPORTS
  Candidates, political parties, and political action committees that are participating in a primary must file reports 7 days prior to the party primaries.
  §17-25-11(a)(2)
- **October 7, 2014**
  PRE-ELECTION REPORTS
  Candidates, political parties, and political action committees that are participating in the election must file reports 28 days prior to the election.
  If the candidate, political party or political action committee:
  - PARTICIPATED IN THE PRIMARY (Does not include unsuccessful primary candidates. See October 7th) the reporting period is September 2, 2014 thru October 6, 2014.
  - DID NOT PARTICIPATE IN THE PRIMARY the reporting period is July 1, 2014 thru October 6, 2014.

  §17-25-11(a)(2)
- **October 7, 2014**
  (For reporting period September 2, 2014 thru October 6, 2014)
  POST-PRIMARY REPORTS – UNSUCCESSFUL PRIMARY CANDIDATES
  All unsuccessful primary candidates must file reports 28 days after the primary.
  §17-25-11(a)(3)
- **October 28, 2014**
  (For reporting period October 7, 2014 thru October 27, 2014)
  PRE-ELECTION REPORTS
  Candidates, political parties, and political action committees that are participating in the election must file reports 7 days prior to the election.
  §17-25-11(a)(2)
- **October 31, 2014**
  (For reporting period July 1, 2014 thru September 30, 2014)
  QUARTERLY ONGOING REPORTS

Reports are due from candidates, political parties and political action committees that are not participating in the September primary or November election.
§17-25-11

› **December 2, 2014**
(For reporting period October 28, 2014 thru December 1, 2014)
POST-ELECTION REPORTS
Candidates, political parties, and political action committees that participated in the election must file reports 28 days after the election.
§17-25-11(a)(3)

› **February 2, 2015**
QUARTERLY ONGOING REPORTS
Reports are due from all candidates, political parties, and political action committees.
If the candidate, political party or political action committee:
› PARTICIPATED IN THE NOVEMBER 4, 2014 ELECTION the reporting period is December 2, 2014 thru December 31, 2014.
› WAS UNSUCCESSFUL IN THE PRIMARY the reporting period is October 7, 2014 thru December 31, 2014.
› DID NOT PARTICIPATE IN A PRIMARY OR ELECTION the reporting period is October 1, 2014 thru December 31, 2014.
§17-25-11

For further information regarding campaign finance requirements, contact:
Rhode Island State Board of Elections
50 Branch Avenue
Providence, Rhode Island 02904
phone: 401-222-2345
fax: 401-222-4424
e-mail: campaignfinance@elections.ri.gov
website: www.elections.ri.gov

ETHICS COMMISSION FILING

All candidates for state or municipal elected office are REQUIRED to file a financial disclosure statement with the Rhode Island Ethics Commission, covering the prior calendar year. See R.I.G.L. § 36-14-16(c). This disclosure must be filed within thirty (30) days of the deadline for filing a declaration of candidacy. You may request an extension of time to file of no more than fifteen (15) days past the deadline, provided that you make the request to the Ethics Commission prior to the original filing deadline.

The Ethics Commission's financial disclosure form for candidates is different than, and in addition to, any campaign or candidate-related filings you may be required to make with the Board of Elections, the Office of the Secretary of State, or your local Board of Canvassers.

Failure to file this form on time with the Ethics Commission is a violation of the law, and will lead to the imposition of a substantial fine.

The financial disclosure form requires the disclosure of, among other things, sources of income and assets, including those of a spouse and any dependent children. You generally do NOT have to disclose the amount of income you received or the value of your assets, although candidates for statewide general office do disclose ranges of income amounts. Candidates must also disclose business interests including those in entities that are regulated by, or do business with, the State of Rhode Island. Additionally, candidates must disclose the name and address of any person, business or organization (other than a credit card company or the holder of your residential mortgage) which is owed more than $1,000 by the candidate, a spouse or dependent child.

HOW TO FILE

Online: Forms may be completed and submitted online at http://www.ethics.ri.gov/. We strongly recommend online filing because it is simpler and faster than submitting a hard copy, and we will automatically email you a receipt and copy of your completed online form. To file online the first time you must contact the Ethics Commission (401-222-3790) to obtain a PIN# and I.D.

Hard Copy: If you do not wish to file online, you may obtain a hard copy of the financial disclosure form and file it via regular mail or hand delivery to the Ethics Commission office. To obtain a copy of the form contact the Ethics Commission.

Rhode Island Ethics Commission
40 Fountain Street
Providence, RI 02903
Website: http://www.ethics.ri.gov
Email: ethics@ethics.state.ri.us
Phone: (401) 222-3790

CONTACT INFORMATION
LOCAL BOARDS OF CANVASSERS

›Barrington Town Hall, 283 County Rd.	247-1900
›Bristol Town Hall, 10 Court St.	253-7000
›Burrillville Town Hall, 105 Harrisville Main St., Harrisville	568-4300
›Central Falls City Hall, 580 Broad St.	727-7450
›Charlestown Town Hall, 4540 South County Trl.	364-1200
›Coventry Town Hall, 1670 Flat River Rd.	822-9150
›Cranston City Hall, 869 Park Ave.	780-3126
›Cumberland Town Hall, 45 Broad St.	728-2400
›East Greenwich Town Hall, 125 Main St.	886-8603
›East Providence City Hall, 145 Taunton Ave.	435-7502
›Exeter Town Hall, 675 Ten Rod Rd.	294-2287
›Foster Town Hall, 181 Howard Hill Rd.	392-9201
›Glocester Town Hall, 1145 Putnam Pike	568-6206
›Hopkinton Town Hall, 1 Town House Rd.	377-7777
›Jamestown Town Hall, 93 Narragansett Ave.	423-9804
›Johnston Town Hall, 1385 Hartford Ave.	553-8856
›Lincoln Town Hall, 100 Old River Rd.	333-1140
›Little Compton Town Hall, 40 Commons	635-4400
›Middletown Town Hall, 350 East Main Rd.	849-5540
›Narragansett Town Hall, 25 Fifth Ave.	782-0625
›Newport City Hall, 43 Broadway	845-5384
›New Shoreham Town Hall, Old Town Rd., P.O. Box 220	466-3200
›North Kingstown Town Hall, 80 Boston Neck Rd.	294-3331
›North Providence Town Hall, 2000 Smith St.	232-0900
›North Smithfield Municipal Annex, 575 Smithfield Rd.	767-2200
›Pawtucket City Hall, 137 Roosevelt Ave.	728-0500
›Portsmouth Town Hall, 2200 East Main Rd.	683-3157
›Providence City Hall, 25 Dorrance St.	421-0495
›Richmond Town Hall, 5 Richmond Townhouse Rd.	539-9000
›Scituate Town Hall, 195 Danielson Pike, North Scituate	647-7466
›Smithfield Town Hall, 64 Farnum Pike, Esmond	233-1000
›South Kingstown Town Hall, 180 High St., Wakefield	789-9331
›Tiverton Town Hall, 343 Highland Rd.	625-6703
›Warren Town Hall, 514 Main St.	245-7340
›Warwick City Hall, 3275 Post Rd.	738-2000
›West Greenwich Town Hall, 280 Victory Hwy.	392-3800
›West Warwick Town Hall, 1170 Main St.	822-9201
›Westerly Town Hall, 45 Broad St.	348-2503
›Woonsocket City Hall, 169 Main St.	767-9223

CONTACT INFORMATION
STATE ELECTIONS AND POLITICAL PARTY OFFICES

› **Office of the Secretary of State**
Elections Division
148 W. River St., Providence, RI 02904 — 222-2340

› **Board of Elections**
50 Branch Ave., Providence, RI 02904 — 222-2345

› **Rhode Island Democrat Party**
151 Broadway, Suite 310, Providence, RI 02903 — 272-3367

› **Moderate Party of Rhode Island**
20 Altieri Way, Unit 3, Warwick, RI 02886 — 533-3360

› **Rhode Island Republican Party**
1800 Post Rd. Suite 17-I, Warwick, RI 02886 — 732-8282

CONTACT INFORMATION
UNITED STATES POSTAL SERVICE (USPS)

The United States Postal Service provides extensive information to assist you with your political campaign mail on its web site link to Postal Explorer at: http://pe.usps.com. For more information, contact USPS Mailpiece Design Analyst David Girard at: david.r.girard@usps.com or 401-276-5023.

INFORMATION AVAILABLE
SECRETARY OF STATE'S WEBSITE

The following information concerning the 2014 election cycle is posted at www.sos.ri.gov.

- 2014 Election Calendar - English & Spanish
- 2014 How to Run for Office Guide - English & Spanish - Available soon
- 2014 How to Register and Vote Guide - English & Spanish - Available soon
- Declaration of Candidacy Form - Available soon
- Political Party Endorsement Form - Available soon
- Qualified Federal and State Candidates: Starting June 24, 2014, daily updates of federal and state candidates who filed and/or qualified for ballot placement
- Qualified Local Candidates: Starting June 24, 2014, daily updates of local candidates who filed and/or qualified for ballot placement
- Sample ballots - Available August, 2014
- Find your polling place
- Mail Ballot Applications - Available soon
- Voter Referenda Handbook - Available September, 2014