



## 2016 Report Year

**ALL Political Party Committees are required to file:**

| Activity Beginning | Activity Ending    | Report Due       |
|--------------------|--------------------|------------------|
| January 1, 2016    | March 31, 2016     | April 15, 2016   |
| April 1, 2016      | June 30, 2016      | July 15, 2016    |
| July 1, 2016       | September 30, 2016 | October 17, 2016 |
| October 1, 2016    | December 31, 2016  | January 17, 2017 |

### E-Filing Requirement

- **\$10,000 Electronic Filing Requirement**
  - ☑ Committees that receive or expend more than \$10,000 in a calendar year are required to submit campaign finance reports electronically. More information on e-filing can be found on the Virginia Department of Elections website [www.elections.virginia.gov](http://www.elections.virginia.gov).

### Large Dollar Contribution Report

- **Required to be filed if a committee receives a single contribution of \$10,000 or more**
  - ☑ Must be reported to the Virginia Department of Elections in COMET (e-filing application) within three business days.
  - ☑ Committees must report every contribution even contributions from a single source that have been split into smaller amounts or given through different bank accounts. Committees/Contributors may not split contributions for the purpose of evading the \$10,000 threshold.
- **Large Dollar Contributions also must be reported on the committee's next report.**

### Where to File Reports

- **Political Action Committees file only with the Virginia Department of Elections.**

### When to File Reports

- **All reports submitted by political party committees must be filed with the Virginia Department of Elections.**
- **Paper reports must be mailed and postmarked by the deadline for filing the report.**
- **Electronic reports must be filed no later than 11:59PM on the deadline.**