

**STATE OF FLORIDA  
FLORIDA ELECTIONS COMMISSION**

**In Re: Neighborhood Voices of Florida PAC**

---

**Case No.: FEC 18-134**

**TO:** Neighborhood Voices of Florida PAC  
Charlotte Davis, Chair  
1000 Pinoak Lane  
Cantonment, FL 32533-2533

Division of Elections  
500 S Bronough Street, Room 316  
Tallahassee, FL 32399

**NOTICE OF HEARING (AUTOMATIC FINE)**

A hearing will be held in this case before the Florida Elections Commission on, **August 14, 2018 at 9:00 am**, *or as soon thereafter as the parties can be heard*, at the following location: **First District Court of Appeal, 2000 Drayton Drive, Tallahassee, Florida 32399**. Due to heightened security access requirements, please bring only essential items into the building and plan to arrive early to allow for delays coming through security.

Failure to appear in accordance with this notice will constitute a waiver of your right to participate in the hearing. Continuances will be granted only upon a showing of good cause.

This hearing will be conducted pursuant to Section 106.25, Florida Statutes, which governs your participation as follows:

**If you are the Respondent**, you may attend the hearing, and you or your attorney will have *5 minutes* to present your case to the Commission. However, some cases (including those in which consent orders or recommendations for no probable cause are being considered) may be decided by an *en masse* vote and, unless you request to be heard or the Commission requests that your case be considered separately on the day of the hearing, your case will *not* be individually heard.

**If you are the Complainant**, you may attend the hearing, but you will *not* be permitted to address the Commission. In addition, some cases (including those in which consent orders or recommendations for no probable cause are being considered) may be decided by an *en masse* vote and, unless the Respondent requests to be heard or the Commission requests that the case be considered separately on the day of the hearing, the case will *not* be individually heard.

**If you are an Appellant**, and you have requested a hearing, you may attend the hearing, and you or your attorney will have *5 minutes* to present your case to the Commission.

Please be advised that both confidential and public cases are scheduled to be heard by the Florida Elections Commission on this date. As an Appellant, Respondent or Complainant in one case, you will *not* be permitted to attend the hearings on other confidential cases.

The Commission will electronically record the meeting. Although the Commission's recording is considered the official record of the hearing, the Respondent may provide, at his own expense, a certified court reporter to also record the hearing.

If you require an accommodation due to a disability, contact Donna Ann Malphurs at (850) 922-4539 or by mail at 107 West Gaines Street, The Collins Building, Suite 224, Tallahassee, Florida 32399, at least 5 days before the hearing.

**See further instructions on the reverse side.**

*Amy McKeever Toman*  
Executive Director  
Florida Elections Commission  
July 30, 2018

Please refer to the information below for further instructions related to your particular hearing:

If this is a hearing to consider **an appeal from an automatic fine**, the Filing Officer has imposed a fine on you for your failure to file a campaign treasurer's report on the designated due date and, by filing an appeal, you have asked the Commission to consider either (1) that the report was in fact timely filed; or (2) that there were unusual circumstances that excused the failure to file the report timely. You are required to prove your case. If the Commission finds that the report was filed timely or that there were unusual circumstances that excused the failure, it may waive the fine, in whole or in part. The Commission may reduce a fine after considering the factors in Section 106.265, Florida Statutes. If the Commission finds that the report was not timely filed and there were no unusual circumstances, the fine will be upheld.

If this is a hearing to consider a **consent order before a determination of probable cause has been made**, the Commission will decide whether to accept or reject the consent order. If the Commission accepts the consent order, the case will be closed and become public. If the Commission rejects the consent order or does not make a decision to accept or deny the consent order, the case will remain confidential, unless confidentiality has been waived.

If this is a hearing to consider a **consent order after a determination of probable cause has been made**, the Commission will decide whether to accept or reject the consent order. If the Commission accepts the consent order, the case will be closed. If the Commission rejects the consent order or does not make a decision to accept or deny the consent order, the Respondent will be entitled to another hearing to determine if the Respondent committed the violation(s) alleged.

If this is a **probable cause hearing**, the Commission will decide if there is probable cause to believe that the Respondent committed a violation of Florida's election laws. Respondent should be prepared to explain how the staff in its recommendation incorrectly applied the law to the facts of the case. *Respondent may not testify, call others to testify, or introduce any documentary or other evidence at the probable cause hearing.* The Commission will only decide whether Respondent should be *charged* with a violation and, before the Commission determines whether a violation has occurred or a fine should be imposed, Respondent will have an opportunity for another hearing at which evidence may be introduced.

If this is an **informal hearing**, it will be conducted pursuant Sections 120.569 and 120.57(2), Florida Statutes; Chapter 28 and Commission Rule 2B-1.004, Florida Administrative Code. At the hearing, the Commission will decide whether the Respondent committed the violation(s) charged in the Order of Probable Cause. The Respondent will be permitted to testify. However, the Respondent may not call witnesses to testify.

Respondent may argue why the established facts in the Staff Recommendation do not support the violations charged in the Order of Probable Cause. At Respondent's request, the Commission may determine whether Respondent's actions in the case were willful. The Respondent may also address the appropriateness of the recommended fine. If Respondent claims that his limited resources make him unable to pay the statutory fine, *he must provide the Commission with written proof of his financial resources* at the hearing. A financial affidavit form is available from the Commission Clerk.

**FLORIDA ELECTIONS COMMISSION**  
**CASE REPORT**  
**Case Number: FEC-18-134**

**NAME:** NEIGHBORHOOD VOICES OF FLORIDA

**DATE APPEAL RECEIVED:** 06/01/18

**DATE REPORT DUE:** 03/12/18 (2018 M2)

**DATE OF ELECTRONIC RECEIPT:** 03/13/18

**NUMBER OF DAYS LATE:** 1

**AMOUNT OF FINE:** \$37.91

**FINE BASED ON:** ( ) NUMBER OF DAYS ( ) 25% OF RECEIPTS (X) 25% OF EXPENDITURES

**TOTAL RECEIPTS FOR REPORTING PERIOD:** \$0

**TOTAL EXPENDITURES FOR REPORTING PERIOD:** \$151.65

**DATE OF FIRST NOTIFICATION:** 03/19/18

CANDIDATE [ ]	STATE [ X ]
PC [ X ]	DISTRICT [ ]
CCE [ ]	COUNTY [ ]
POLITICAL PARTY [ ]	CITY [ ]
ECO [ ]	

**SUMMARY:** Neighborhood Voices of Florida is a political committee (PC) registered with the State of Florida. The PC's chair is Charlotte Davis and its treasurer is Jamie Smith.

The PC is appealing the fine claiming that the report was filed late due to miscommunication between the Chair and the Division of Elections staff regarding the Pin number required to file the report. According to Charlotte Davis, this was the last report for the committee and all accounts have been closed.

- The 2018 M2 Original Report covers the period from 02/01/18-02/28/18; it was due on 03/12/18.
- The 2018 M2 Queued Transaction Report shows that it was created on 03/11/18 and filed on 03/13/18.
- Neighborhood Voices of Florida reported receiving 0 contributions, while making 1 expenditure.
- The Division of Elections has 1 note on 3/12/18 that pertains to Neighborhood Voices of Florida's 2018 M2 report. It states that DOE staff provided the Chair with a pin number at approximately 2:42pm.

**PRIOR CASES:** None.

May 29, 2018

To whom it may concern,

For the month of April, the report for the month of February was filed late due to a miscommunication between myself and the Department of Elections on what my (the chairperson) pin was to file the report. As this was our last report and we have closed all accounts as well as emptied our accounts, I am appealing the late fine which was sent to me in a letter. After multiple calls, I kept receiving information that this fine was not showing but I would also receive letters stating it still was. I received an email on May 29, 2018 from a call I placed earlier in May stating that my deadline to appeal is June 8, 2018.

Please take into consideration that this account was for a Political Action Committee and not a campaign report.

Respectfully,

A handwritten signature in black ink, appearing to read 'Charlotte Davis', written in a cursive style.

Charlotte Davis  
Neighborhood Voices of Florida PAC 69967



FLORIDA DEPARTMENT OF STATE

**Ken Detzner**  
Secretary of State

DIVISION OF ELECTIONS

May 14, 2018

Charlotte Davis, Chairperson  
Neighborhood Voices of Florida PAC  
1000 Pinoak Lane  
Cantonment, FL 32533-2533

PAC 69967

Dear Ms. Davis:

The campaign treasurer's report that was due on March 12, 2018, was filed on March 13, 2018. By law, you are automatically assessed a late fine of \$37.91.

**You have 20 days from the receipt of this notice to either:**

1. Pay the fine to the Florida Division of Elections (For a candidate only, a fine is not an allowable campaign expenditure and must be paid from personal funds) at:

*Florida Division of Elections  
R.A. Gray Building, Room. 316  
500 South Bronough Street  
Tallahassee, Florida 32399-025011*

2. Appeal the fine to the Florida Elections Commission (See Rules 2B-1.005 and 2B-1.0055, Florida Administrative Code) at:

*Florida Elections Commission  
107 West Gaines Street, Ste. 224  
Tallahassee, Florida 32399-0150*

If you appeal, please send a copy also to the Florida Division of Elections so that you will not receive further notices from the Division about this matter.

If you have any questions, please contact the help desk at (850) 245-6280.

Sincerely,

Kristi Reid Willis, Chief  
Bureau of Election Records



FLORIDA DEPARTMENT OF STATE

**Ken Detzner**  
Secretary of State

DIVISION OF ELECTIONS

March 19, 2018

Charlotte Davis, Chairperson  
Neighborhood Voices of Florida PAC  
1000 Pinoak Lane  
Cantonment, FL 32533-2533

PAC 69967

Dear Ms. Davis:

The campaign treasurer's report that was due on March 12, 2018, was filed on March 13, 2018. By law, you are automatically assessed a late fine of \$37.91.

**You have 20 days from the receipt of this notice to either:**

1. Pay the fine to the Florida Division of Elections (For a candidate only, a fine is not an allowable campaign expenditure and must be paid from personal funds) at:

*Florida Division of Elections  
R.A. Gray Building, Room. 316  
500 South Bronough Street  
Tallahassee, Florida 32399-025011*

2. Appeal the fine to the Florida Elections Commission (See Rules 2B-1.005 and 2B-1.0055, Florida Administrative Code) at:

*Florida Elections Commission  
107 West Gaines Street, Ste. 224  
Tallahassee, Florida 32399-0150*

If you appeal, please send a copy also to the Florida Division of Elections so that you will not receive further notices from the Division about this matter.

If you have any questions, please contact the help desk at (850) 245-6280.

Sincerely,

Kristi Reid Willis, Chief  
Bureau of Election Records



FLORIDA DEPARTMENT OF STATE

**Ken Detzner**  
Secretary of State

DIVISION OF ELECTIONS

March 13, 2018

Charlotte Davis, Chairperson  
Neighborhood Voices of Florida PAC  
1000 Pinoak Lane  
Cantonment, FL 32533-2533

PAC 69967

Dear Ms. Davis:

Our records indicate that you have not filed either your campaign treasurer's report or notification that no reportable activity occurred, whichever is applicable. The filing date was March 12, 2018.

The law (s. 106.07(8)(b), Fla. Stat.) requires the filing officer to immediately notify you about the missed filing date and the automatic fines that will be assessed for late filing of a report, if a report was due.

- If reportable activity occurred and you have not filed a report, statutory fines are automatically assessed as follows until you file your report:
  - \* \$50 per day for the first 3 days late
  - \$500 per day for each day after the 3rd day late
  - If the required report immediately precedes a primary and general election, the automatic fine is \$500 for each late day.

The total fine for the untimely report cannot exceed 25% of the total receipts or expenditures, whichever is greater, for the cover period. Even if you end up filing your report late, we cannot waive the statutory fines. We will notify you of the specific amount of fines owed once you file your report. You have 20 days from the day you receive the notice to pay the fine or to appeal the fine to the Florida Elections Commission.

- If no reportable activity occurred for the report date(s), you are still required to notify us in writing, via the Division's Electronic Filing System, that no reportable activity occurred. No automatic fines are statutorily assessed.

However, in all cases, failure to file and/or untimely filing of a report of reportable activity, or if applicable, a notice that no reportable activity occurred, may constitute an apparent violation of chapter 106, Fla. Stat. If we refer such matter to the Florida Elections Commission, the Commission may subsequently impose a civil penalty for each violation under chapter 106.265(1), Fla. Stat.

If you have any questions, please contact the help desk at (850) 245-6280.

Sincerely,

Kristi Reid Willis, Chief  
Bureau of Election Records

cc: Jamie Smith, Treasurer

**FLORIDA DEPARTMENT OF STATE, DIVISION OF ELECTIONS  
CAMPAIGN TREASURER'S REPORT SUMMARY**

(1) Neighborhood Voices of Florida PAC (2) 69967  
 Candidate, Committee or Party Name I.D. Number

(3) 1000 Pinoak Lane                      FL 32533  
 Address (number and street) City State Zip Code

Check box if address has changed since last report

(4) Check appropriate box(es):

Candidate (office sought):  
 Political Committee  Check If PC has DISBANDED  
 Committee of Continuous Existence  Check If CCE has DISBANDED  
 Party Executive Committee

(5) REPORT IDENTIFIERS

Cover Period: From 02/01/2018 To 02/28/2018 Report Type: M2

Original  Amendment  Special Election Report

(6) CONTRIBUTIONS THIS REPORT

Cash & Checks \$0.00  
 Loans \$0.00  
*Total Monetary* \$0.00  
 In-Kind \$0.00

(7) EXPENDITURES THIS REPORT

Monetary Expenditures \$151.65  
 Transfers to Office Account \$0.00  
*Total Monetary* \$151.65

(8) Other Distributions

Certification

It is a first degree misdemeanor for any person to falsify a public record (ss.839.13, F.S.)

I certify that I have examined this report and it is true, correct and complete

Name of  Treasurer  Deputy Treasurer

X  
Signature

I certify that I have examined this report and it is true, correct and complete

Name of  Candidate  Chairman (PC/PTY Only)

X  
Signature



ID:

**CAMPAIGN TREASURER'S REPORT – ITEMIZED CONTRIBUTIONS**

Name: Neighborhood Voices of Florida PAC

Report: 2018 M2

Period: 02/01/2018 to 02/28/2018

**\*\* Records in Filed Report \*\***

Seq # Date	Full Name (Last, Suffix, First, Middle Street Address & City, State, Zip	Contributor	Occupation	Amount
		Type	In-Kind Description	Amend

Name: Neighborhood Voices of Florida PAC

Report: 2018 M2

Period: 02/01/2018 to 02/28/2018

\*\* Records in Filed Report \*\*

Seq # Date	Full Name (Last, Suffix, First, Middle Street Address & City, State, Zip	Type	Purpose	Amount Amend
1 02/28/2018	FLORIDA FEDERATION OF COLLEGE REPUBLICANS 417 LAKE BLVD SANFORD, FL 32773	MON	FINAL EXPENDITURE DONATION	\$151.65

ID:

**CAMPAIGN TREASURER'S REPORT – ITEMIZED FUND TRANSFERS**

Name: Neighborhood Voices of Florida PAC

Report: 2018 M2

Period: 02/01/2018 to 02/28/2018

**\*\* Records in Filed Report \*\***

Seq # Date	Full Name (Last, Suffix, First, Middle Street Address & City, State, Zip	Type	Nature of Account	Amount Amend

ID:

**CAMPAIGN TREASURER'S REPORT – ITEMIZED DISTRIBUTIONS**

Name: Neighborhood Voices of Florida PAC

Report: 2018 M2

Period: 02/01/2018 to 02/28/2018

**\*\* Records in Filed Report \*\***

Seq # Date	Full Name (Last, Suffix, First, Middle Street Address & City, State, Zip	Recipient	Purpose	Amount
		Type	Related Expenditure	Amend

**Queued Items for 2018-M2**

Account: 69967

**Neighborhood Voices of Florida PAC**

Rpt Seq: 8

<i>ProcessDescription</i>	<i>Status</i>	<i>Submitter</i>	<i>Created</i>	<i>LastUpdate</i>
Create Pending Report	Processing Complete	69967	3/11/2018 8:37:35 PM	3/11/2018 8:37:35 PM
Recalc Pending Report Total	Processing Complete	69967	3/11/2018 8:41:07 PM	3/11/2018 8:41:07 PM
Review Pending Report	Processing Complete	69967	3/12/2018 10:52:27 PM	3/12/2018 10:52:27 PM
File Pending Report	Processing Complete	69967	3/13/2018 1:48:28 PM	3/13/2018 1:48:28 PM



[search](#) | [directory](#) | [contact us](#) | [411](#) | [subscribe](#) | [tour](#) | [help](#)

Florida Department of State - Division of Elections

Florida Election System Reports

Candidate/Committee Lookup

**Committee Name:** Neighborhood Voices of Florida PAC

Name:

**Account:** 69967

Election:

Acct:

Type:

Date Due	Type	Date Filed	Status	Days Late	Fine Assessed	Appealed	Amount Fined	Amount Paid
3/12/2018	M2	3/13/2018	APP	1	\$37.91		\$37.91	\$0.00
2/12/2018	M1	2/22/2018	CLO	10	\$0.00		\$0.00	\$0.00
1/10/2018	M12	1/10/2018						
12/11/2017	M11	12/10/2017						
11/13/2017	M10	11/10/2017						
10/10/2017	M9	10/10/2017						
9/22/2017	M8	9/10/2017						
8/10/2017	M7	8/9/2017						

**HISTORY NOTES**  
Neighborhood Voices of Florida PAC - 69967

Unique ID	Date Recorded	Last Edited Date	Originally Recorded By
57599	3/12/2018 2:39:00 PM	3/12/2018 2:42:25 PM	mcchellman
Re CRF, called chair 2:40 to give her her PIN. She called back at 2:42 pm and I gave her her Chair PIN.			
57313	2/22/2018 9:05:00 AM	2/22/2018 9:16:29 AM	mcchellman
Re CRF, called and gave C her PIN at 9:00 am. She called back 9:15 and said it didn't work. I created another C PIN. That also didn't work. I asked and she said she was using her phone to attempt to file the report. I told her to try on a PC and call back if she had any further issues.			
55147	8/10/2017 2:38:00 PM		slbagley
RE: 2017 M7 Report			
Received phone call from Jamie, who said he received an email from the Division saying his report for the M7 was incomplete. He said he had already submitted a letter regarding the two contributions outside the date coverage period because that was what someone from the helpdesk had told him to do yesterday. He wanted to make sure we received the letter and if there was anything else in the report that he needed to correct. I checked the errors in the M7 and only saw the two errors for the dates being outside the coverage period. I also confirmed for him that we received a letter from him today. I explained that an auditor would review the report and the letter and if additional information was needed he would be contacted by the division.			
Slb			

Use this form to request verification or reset of credentials for the Division of Elections

RECEIVED  
DEPARTMENT OF STATE  
2018 MAR 12 PM 12:00  
DIVISION OF ELECTIONS  
TALLAHASSEE, FL

All fields are required to properly fulfill your request.

Name/Committee

Neighborhood Voices of Florida

Signature (Required)

*Chris Davis*

User Identification Number/Account Number (if known)

69967

Are you the:

Candidate/Chairperson

Treasurer

Deputy Treasurer

Check the Box for All Information Needed:

User ID #/Account #

Password

PIN

List below the individual the credentials may be released to:

Charlotte Davis

Contact Phone Number:

850 377 2788

Requests can be faxed, mailed, or emailed to our office.

Fax: (850) 245-6259 or (850) 245-6260 Email: ElecRecords@dos.myflorida.com

Mailing Address: 500 S. Bronough Street, Tallahassee, FL 32399

**\*NOTE: Passwords can be requested by and released to the candidate/chairperson or any treasurer. PINs can only be requested by the authorized user. PINs may be released to the assigned user or a designee referenced above.**



*Committee Tracking System*

**Neighborhood Voices of Florida PAC**

**Type:**Political Committee

**Status:**Closed

**Address:**1000 Pinoak Lane  
Cantonment, FL 32533

**Phone:**(850)377-2788

**Email:**[contact@nvofpac.com](mailto:contact@nvofpac.com)

**Website:**<https://www.nvofpac.com>

**Chairperson:**Charlotte Davis

**Treasurer:**Jamie Smith  
113 22nd Street  
Niceville, FL 32578

**Registered Agent:**Charlotte Davis  
1000 Pinoak Lane  
Cantonment, FL 32533

**Purpose:**

**Affiliates:**

Campaign Finance Activity

Campaign Documents



## FLORIDA DEPARTMENT OF STATE

**RICK SCOTT**  
Governor

**KEN DETZNER**  
Secretary of State

February 9, 2018

Charlotte Davis, Chairperson  
Neighborhood Voices of Florida PAC (69967)  
1000 Pinoak Lane  
Cantonment, Florida 32533

Dear Ms. Davis:

This will acknowledge receipt of your committee's letter informing us of the disbandment of Neighborhood Voices of Florida PAC as a political committee. This information has been placed on file in our office. Your final report (2018 M2) may be filed at any time but is due no later than **March 12, 2018**. This report must be filed via the Division's Electronic Filing system. If you have no activity to report, you are still required to file a waiver. Should you need to file amendments after the final report has been filed, please contact our office to have your account activated.

If you have any questions, or if we may be of further assistance to you at any time, please do not hesitate to call (850) 245-6280.

Sincerely,

Kristi Reid Willis, Chief  
Bureau of Election Records

KRW/jcs

pc: Jamie Smith, Treasurer

Division of Elections  
R.A. Gray Building, Suite 316 • 500 South Bronough Street • Tallahassee, Florida 32399  
850.245.6240 • 850.245.6260 (Fax) [dos.myflorida.com/elections/](http://dos.myflorida.com/elections/)



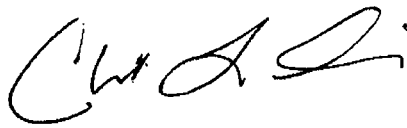
We would like to Dissolve

Neighborhood Voices of Florida PAC (69967-PAC)

as of 02/08/18

Charlotte Davis

Executive Chair



02/08/18

DIVISION OF ELECTIONS  
SECRETARY OF STATE

18 FEB -8 PM 12:45

RECEIVED

HAND DELIVERED



**Florida Department of State  
Division of Elections**

**Neighborhood Voices of Florida PAC**

**Campaign Finance Activity**

**Note:** The information presented below was obtained from the Committee's/Candidate's Campaign Treasurer's Report filed with the Division of Elections. About the Campaign Finance Data Base. If all contributions for a reporting period are less than 1 dollar Then they may not be displayed.

	Filing Period	Contributions			Expend	Other	Transfers
		Monetary	Loans	InKind			
<input type="radio"/>	07/10/2017 - 07/31/2017	125.00	0.00	33.63	1.33	0.00	0.00
<input type="radio"/>	08/01/2017 - 08/31/2017	29.00	0.00	80.00	1.02	0.00	0.00
<b>W</b>	09/01/2017 - 09/30/2017	0.00	0.00	0.00	0.00	0.00	0.00
<input type="radio"/>	10/01/2017 - 10/31/2017	0.00	0.00	25.16	0.00	0.00	0.00
<b>W</b>	11/01/2017 - 11/30/2017	0.00	0.00	0.00	0.00	0.00	0.00
<b>W</b>	12/01/2017 - 12/31/2017	0.00	0.00	0.00	0.00	0.00	0.00
<b>W</b>	01/01/2018 - 01/31/2018	0.00	0.00	0.00	0.00	0.00	0.00
<input type="radio"/>	02/01/2018 - 02/28/2018	0.00	0.00	0.00	151.65	0.00	0.00
<input checked="" type="radio"/>	<b>All Dates (Totals)</b>	154.00	0.00	138.79	154.00	0.00	0.00

Note: <sup>(E)</sup> indicates that report was filed electronically

**X** Indicates that detail has not been released

**W** Indicates that a waiver was filed and **L** Indicates that a loan report was filed

Select Detail Type

Contributions

Select Sort Order

Date(Ascending)

Select Output Type

Display On Screen

[Query the Campaign Finance Data Base](#)



## FLORIDA DEPARTMENT of STATE

**RICK SCOTT**  
Governor

**KEN DETZNER**  
Secretary of State

July 24, 2017

Charlotte Davis, Chairperson  
Neighborhood Voices of Florida PAC  
1000 Pinoak Lane  
Cantonment, Florida 32533

Dear Ms. Davis:

This will acknowledge receipt of the Statement of Organization and Appointment of Campaign Treasurer and Designation of Campaign Depository for **Neighborhood Voices of Florida PAC**, which were placed on file in our office on July 20, 2017. This information appears to comply with the requirements of Section 106.03, Florida Statutes, and the name of this organization has been placed on our active committee list as a political committee.

### Campaign Treasurer's Reports

Your first campaign treasurer's report will be due on **August 10, 2017**. The report will cover the period of July 1-31, 2017 (M7). All political committees that file reports with the Division of Elections are required to file by means of the Division's Electronic Filing System (EFS).

### EFS Access

Below is the web address to access the EFS and the committee's user identification number. The enclosed sealed envelope contains the committee's filing credentials.

**EFS Website Address:** <https://efs.dos.state.fl.us>  
**Identification Number:** 69967

### Timely Filing

All reports must be completed and filed through the EFS no later than midnight, Eastern Standard Time, of the due date. Reports not filed by midnight of the due date are late filed and subject to

Division of Elections  
R.A. Gray Building, Suite 316 • 500 South Bronough Street • Tallahassee, Florida 32399  
850.245.6240 • 850.245.6260 (Fax) [dos.myflorida.com/elections/](https://dos.myflorida.com/elections/)



Charlotte Davis, Chairperson  
July 24, 2017  
Page Two

the penalties in Section 106.07(8), Florida Statutes. In the event that the EFS is inoperable on the due date, the report will be accepted as timely filed if filed no later than midnight, Eastern Standard Time, of the first business day the EFS becomes operable. No fine will be levied during the period the EFS was inoperable.

Any political committee failing to file a report on the designated due date is subject to a fine of \$50 per day for the first 3 days and, thereafter, \$500 per day for each day, not to exceed 25% of the total receipts or expenditures, whichever is greater, for the period covered by the late report. However, for the reports immediately preceding each primary and general election, the fine shall be \$500 per day, not to exceed 25% of the total receipts or expenditures, whichever is greater, for the period covered by the late report.

#### **Electronic Receipts**

The person submitting the report on the EFS will be issued an electronic receipt indicating and verifying the report was filed. Each campaign treasurer's report filed by means of the EFS is considered to be under oath by the chairperson and campaign treasurer and such persons are subject to the provisions of Section 106.07(5), Florida Statutes.

#### **Instructions and Assistance**


An online instruction guide is available to you on the EFS to assist with navigation, data entry, and submission of reports. The Division of Elections will also provide assistance to all users by contacting the EFS Help Desk at (850) 245-6280.

**All of the Division's publications and reporting forms are available on the Division of Elections' website at <http://dos.myflorida.com/elections/>. It is your responsibility to read, understand, and follow the requirements of Florida's election laws. Therefore, please print a copy of the following documents: Chapter 106, Florida Statutes, *Political Committee Handbook*, *Calendar of Reporting Dates*, and Rule 1S-2.017, Florida Administrative Code.**

Please let me know if you need additional information.

Sincerely,



 Kristi Reid Willis, Chief  
Bureau of Election Records

KRW/zjs

Enclosures

pc: Jamie Smith, Treasurer