

STATE OF FLORIDA  
FLORIDA ELECTIONS COMMISSION

**In Re: Citrus County Education Association  
Advocacy Fund**

**Case No.: FEC 18-252**

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**TO:** Citrus County Education Association Advocacy  
Fund  
Victoria Smith, Chair  
2801 SW College Road, Suite 14  
Ocala, FL 34474

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, **November 14, 2018 at 1:30 pm, or as soon thereafter as the parties can be heard**, at the following location: **Senate Office Building, 404 South Monroe Street, Room 110-S, Tallahassee, Florida 32399.**

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.**

*Eric M. Lipman*  
General Counsel for Executive Director  
Florida Elections Commission  
October 29, 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-18-252**

**NAME:** CITRUS COUNTY EDUCATION ASSOCIATION ADVOCACY FUND

**DATE APPEAL RECEIVED:** 09/05/18

**DATE REPORT DUE:** 07/27/18 (2018 P3)

**DATE OF ELECTRONIC RECEIPT:** 08/02/18

**NUMBER OF DAYS LATE:** 6

**AMOUNT OF FINE:** \$500.25

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

**TOTAL RECEIPTS FOR REPORTING PERIOD:** \$2,001.00

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

**DATE OF FIRST NOTIFICATION:** 08/22/18

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

**SUMMARY:** Citrus County Education Association Advocacy Fund is a political committee (PC) registered with the State of Florida. The PC's chair is Victoria Smith and its treasurer is Kevin Oliveira.

The PC is appealing the fine claiming that they originally filed a waiver on July 25<sup>th</sup> to meet the filing deadline. According to Ms. Smith, it was discovered after the waiver was filed that there was a deposit made on July 16<sup>th</sup> that needed to be reported. They immediately filed the amended report.

- The 2018 P3 Original Report covers the period from 07/14/18-07/20/18; it was due on 07/27/18.
- The 2018 P3 Queued Transaction Report shows that it was created and filed on 07/25/18.<sup>1</sup>
- Citrus County Education Association Advocacy Fund reported receiving 1 contribution, while making zero expenditures.
- FEC staff was advised, "The candidate filed a notice of no activity (waiver) on 07/25/18. A waiver is not a report. On 08/02/18, the candidate filed a report showing \$2,001.00 of activity. The fine is based on 25% of the activity.
- The Division of Elections does not have any notes that pertain to Citrus County Education Association Advocacy Fund's 2018 P3 report.

**PRIOR CASES:** None.

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<sup>1</sup> The filing discussed in this bullet refers to the waiver that reflected zero activity.



REC'D: FL ELECTIONS COM  
5 SEP 19 AM 0:36

August 30, 2018

Florida Elections Commission  
107 West Gaines Street  
Suite 224  
Tallahassee, FL 32399-0150

Re: PAC 60780 (fine appeal P3 Report due 7.27.18)

Dear Sir or Madam:

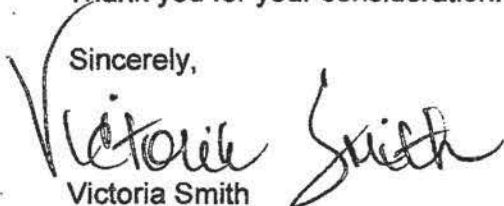
We are in receipt of a late fine notification dated 08.22.18 from the Florida Department of State Division of Elections (enclosed). I contacted the review department and was instructed to file an appeal directly with the Florida Elections Commission.

We originally filed the waiver report on July 25<sup>th</sup> to meet the deadline of July 27<sup>th</sup> (enclosed). It was discovered after the waiver report was filed that there was activity to the account, a deposit made on July 16<sup>th</sup> that needed to be reported. We immediately filed an amended report to reflect such (enclosed).

We respectfully request you to please reconsider the late filing penalty due to this oversight.

Thank you for your consideration.

Sincerely,

  
Victoria Smith  
Chairperson

Enclosures

cc: Florida Department of State, Division of Elections, Attn: Kristi Reid Willis, Chief



Signed On As: 60780

Citrus County Education Association Advocacy

Filed Report Receipt

**\*\* Report has been Filed \*\***

ID: **60780** Name: **Citrus County Education Association Advocacy Fund**

**Report: 2018 - P3 - 128**

Print Date: **8/2/2018 2:39:17 PM**

Election: 2018 General Election

Covers: 7/14/2018-7/20/2018

Due: 7/27/2018

Amended

Waiver

Filed: **8/2/2018 2:39:07 PM**

File Status: **Submitted Report for F**

Reviewed: **8/2/2018**

Review Status: **Reviewed**

Detail Complete: **Complete Detail Record**

File Method: Web Filed

Entry Method: Web Data Entry

Pending Queued Items: **0**

**Number of Detail Records**

Contributions: 1

Expenditures: 0

Fund Transfers: 0

Distributions: 0

**To Print: Right Click Mouse and Select 'Print'**



Signed On As: 60780

Citrus County Education Association Advocac

Filed Report Receipt

**\*\* Report has been Filed \*\***

ID: **60780** Name: **Citrus County Education Association Advocacy Fund**

**Report: 2018 - P3 - 128**

Print Date: **7/25/2018 10:49:40**

Election: 2018 General Election

Covers: 7/14/2018-7/20/2018

Due: 7/27/2018

Amended  Waiver

Filed: **7/25/2018 10:50:00 AM**

File Status: **Submitted Report for F**

Reviewed: **7/25/2018**

Review Status: **Reviewed**

Detail Complete: **No Detail Records Found**

File Method: Web Filed

Entry Method: Web Data Entry

Pending Queued Items: **0**

**Number of Detail Records**

Contributions: 0

Expenditures: 0

Fund Transfers: 0

Distributions: 0

**To Print: Right Click Mouse and Select 'Print'**



FLORIDA DEPARTMENT OF STATE

Ken Detzner  
Secretary of State

DIVISION OF ELECTIONS

August 22, 2018

Victoria Smith, Chairperson  
Citrus County Education Association Advocacy Fund  
138 West Navarro Place  
Citrus Springs, FL 34434

PAC 60780

Dear Ms. Smith:

The campaign treasurer's report that was due on July 27, 2018, was filed on August 2, 2018. By law, you are automatically assessed a late fine of \$500.25.

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:

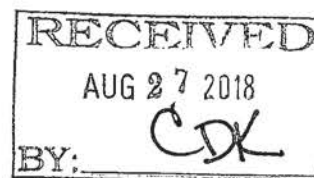
*Florida Elections Commission  
107 West Gaines Street, Ste. 224  
Tallahassee, Florida 32399-0150*

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, DIVISION OF ELECTIONS  
CAMPAIGN TREASURER'S REPORT SUMMARY**

(1) Citrus County Education Association Advocacy Fund (2) 60780  
 Candidate, Committee or Party Name I.D. Number

(3) 2801 SW College Road Ocala FL 34474  
 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 07/14/2018 To 07/20/2018 Report Type: P3

Original  Amendment  Special Election Report

(6) CONTRIBUTIONS THIS REPORT

Cash & Checks	\$2,001.00
Loans	\$0.00
<i>Total Monetary</i>	\$2,001.00
In-Kind	\$0.00

(7) EXPENDITURES THIS REPORT

Monetary Expenditures	\$0.00
Transfers to Office Account	\$0.00
<i>Total Monetary</i>	\$0.00

(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



Name: Citrus County Education Association Advocacy Fund

Report: 2018 P3

Period: 07/14/2018 to 07/20/2018

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

Seq #	Full Name (Last, Suffix, First, Middle)	Contributor	Occupation	Amount
Date	Street Address & City, State, Zip	Type	In-Kind Description	Amend
1	CITRUS COUNTY EDUCATION ASSOCIATION ADVOCACY FUND CITRUS COUNTY EDUCATION ASSOCIATION ADVOCACY FUND 2801 SW COLLEGE ROAD SUITE 14 OCALA, FL 34474	F	TEACHERS ASSOCIATION	\$2,001.00
07/16/2018		CHE	667 MEMBERS X \$3 EACH	ADD

ID:

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

Name: Citrus County Education Association Advocacy Fund Report: 2018 P3 Period: 07/14/2018 to 07/20/2018

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

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

ID:

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

Name: Citrus County Education Association Advocacy Fund

Report: 2018 P3

Period: 07/14/2018

to 07/20/2018

**\*\* 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: Citrus County Education Association Advocacy Fund

Report: 2018 P3

Period: 07/14/2018 to 07/20/2018

**\*\* 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-P3**

Account: 60780

**Citrus County Education Association Advocacy Fund**

Rpt Seq: 128

<i>ProcessDescription</i>	<i>Status</i>	<i>Submitter</i>	<i>Created</i>	<i>LastUpdate</i>
Create Pending Report	Processing Complete	60780	7/25/2018 10:49:33 AM	7/25/2018 10:49:33 AM
Review Pending Report	Processing Complete	60780	7/25/2018 10:49:36 AM	7/25/2018 10:49:36 AM
File Pending Report	Processing Complete	60780	7/25/2018 10:50:00 AM	7/25/2018 10:50:00 AM
Amend Filed Report	Processing Complete	60780	8/2/2018 2:19:05 PM	8/2/2018 2:19:05 PM
Review Pending Report	Processing Complete	60780	8/2/2018 2:19:17 PM	8/2/2018 2:19:17 PM
Review Pending Report	Processing Complete	60780	8/2/2018 2:24:12 PM	8/2/2018 2:24:12 PM
Review Pending Report	Processing Complete	60780	8/2/2018 2:27:39 PM	8/2/2018 2:27:39 PM
Review Pending Report	Processing Complete	60780	8/2/2018 2:28:46 PM	8/2/2018 2:28:46 PM
Delete Pending Report	Processing Complete	60780	8/2/2018 2:31:06 PM	8/2/2018 2:31:06 PM
Amend Filed Report	Processing Complete	60780	8/2/2018 2:31:41 PM	8/2/2018 2:31:42 PM
Review Pending Report	Processing Complete	60780	8/2/2018 2:37:22 PM	8/2/2018 2:37:22 PM
File Pending Report	Processing Complete	60780	8/2/2018 2:39:08 PM	8/2/2018 2:39:08 PM



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Florida Department of State - Division of Elections

Florida Election System Reports

Candidate/Committee Lookup

Committee Name: Citrus County Education Association Advocacy Fund

Name:

Account: 60780

Election:

Acct: 60780

Type:

Date Due	Type	Date Filed	Status	Days Late	Fine Assessed	Appealed	Amount Fined	Amount Paid
8/31/2018	P7A	8/30/2018						
8/24/2018	P7	8/24/2018						
8/17/2018	P6	8/15/2018						
8/10/2018	P5	8/10/2018						
8/3/2018	P4	8/2/2018						
7/27/2018	P3	7/25/2018	SNT	0	\$500.25		\$500.25	\$0.00
7/20/2018	P2A	7/17/2018						
7/13/2018	P2	7/10/2018						
7/6/2018	P1A	7/2/2018						
6/29/2018	P1	6/28/2018						
6/11/2018	M5	6/8/2018						
5/10/2018	M4	5/10/2018						
4/10/2018	M3	4/10/2018						
3/12/2018	M2	3/12/2018						
2/12/2018	M1	2/12/2018						
1/10/2018	M12	1/10/2018						
12/11/2017	M11	12/8/2017						
11/13/2017	M10	11/13/2017						
10/10/2017	M9	10/5/2017						
9/22/2017	M8	9/7/2017						
8/10/2017	M7	8/9/2017						
7/10/2017	M6	7/10/2017						
7/10/2017	SP1	7/10/2017						
6/12/2017	M5	6/7/2017						
5/10/2017	M4	5/10/2017						
4/10/2017	M3	4/7/2017						
3/11/2017	M2	3/10/2017						
2/10/2017	M1	2/9/2017						
1/10/2017	M12	1/10/2017						
12/12/2016	M11	12/8/2016						
11/4/2016	D6	11/3/2016						
11/4/2016	G7	11/4/2016						
11/2/2016	D5	11/2/2016						
11/1/2016	D4	11/1/2016						
10/31/2016	D3	10/31/2016						
10/30/2016	D2	10/31/2016	CLO	1	\$0.00		\$0.00	\$0.00
10/29/2016	D1	10/28/2016						
10/28/2016	G6	10/25/2016						
10/21/2016	G5	10/21/2016						
10/14/2016	G4	10/13/2016						
10/7/2016	G3	10/10/2016						
9/30/2016	G2A	9/29/2016						
9/23/2016	G2	9/22/2016						
9/16/2016	G1A	9/15/2016						

9/9/2016	G1	9/9/2016						
9/2/2016	P7A	9/1/2016						
8/26/2016	P7	8/26/2016						
8/19/2016	P6	8/19/2016						
8/12/2016	P5	8/12/2016						
8/5/2016	P4	8/5/2016						
7/29/2016	P3	7/27/2016						
7/22/2016	P2A	7/20/2016						
7/15/2016	P2	7/14/2016						
7/8/2016	P1A	7/8/2016						
7/1/2016	P1	6/27/2016						
6/10/2016	M5	6/10/2016						
5/10/2016	M4	5/10/2016						
4/11/2016	M3	4/11/2016						
3/10/2016	M2	3/10/2016						
2/10/2016	M1	2/10/2016						
1/11/2016	M12	1/11/2016						
12/10/2015	M11	12/9/2015						
11/10/2015	M10	11/9/2015						
10/13/2015	M9	10/12/2015						
9/10/2015	M8	9/10/2015						
8/10/2015	M7	8/5/2015						
7/10/2015	M6	7/9/2015						
6/10/2015	M5	6/4/2015						
5/11/2015	M4	5/11/2015						
4/17/2015	SG3	6/4/2015	CLO	48	\$0.00		\$0.00	\$0.00
4/10/2015	M3	4/1/2015						
4/10/2015	SG2	4/1/2015						
4/3/2015	SG3	4/2/2015						
3/10/2015	M2	3/3/2015						
3/10/2015	SG1	3/3/2015						
3/10/2015	SG2	3/3/2015						
2/13/2015	SG3	2/12/2015						
2/10/2015	SG1	2/3/2015						
2/10/2015	M1	2/3/2015						
2/6/2015	SP3	2/6/2015						
1/30/2015	SG2	1/23/2015						
1/23/2015	SP3	1/23/2015						
1/12/2015	SP2	1/12/2015						
1/12/2015	M12	1/6/2015						
1/12/2015	SP2	1/12/2015						
1/9/2015	SG1	1/12/2015	CLO	3	\$0.00		\$0.00	\$0.00
12/12/2014	SP4	12/11/2014						
12/10/2014	SP1	1/12/2015	CLO	33	\$0.00		\$0.00	\$0.00
12/10/2014	M11	12/9/2014						
12/10/2014	SP1	12/9/2014						
11/21/2014	SP3	11/21/2014						
11/10/2014	M10	10/31/2014						
11/10/2014	SP2	10/31/2014						
10/31/2014	G7	10/31/2014						
10/30/2014	D6	10/29/2014						
10/29/2014	D5	10/29/2014						
10/28/2014	D4	10/27/2014						
10/27/2014	D3	10/27/2014						

## FEC - Candidate/Committee Filing History Report

10/26/2014	D2	10/27/2014	CLO	1	\$0.00	\$0.00	\$0.00
10/25/2014	D1	10/27/2014	CLO	2	\$0.00	\$0.00	\$0.00
10/24/2014	G6	10/22/2014					
10/17/2014	G5	10/13/2014					
10/10/2014	G4	10/3/2014					
10/10/2014	SP1	10/27/2014	CLO	17	\$0.00	\$0.00	\$0.00
10/3/2014	G3	9/29/2014					
9/26/2014	G2A	9/23/2014					
9/19/2014	G2	9/17/2014					
9/12/2014	G1A	9/9/2014					
9/5/2014	G1	9/4/2014					
8/29/2014	P7A	8/27/2014					
8/22/2014	P7	8/22/2014					
8/15/2014	P6	8/11/2014					
8/8/2014	P5	8/8/2014					
8/1/2014	P4	7/28/2014					
7/25/2014	P3	7/23/2014					
7/18/2014	P2A	7/15/2014					
7/11/2014	P2	7/10/2014					
7/4/2014	P1A	7/7/2014	CLO	3	\$0.00	\$0.00	\$0.00
6/27/2014	P1	6/26/2014					
6/10/2014	M5	6/3/2014					
5/12/2014	M4	5/12/2014					
4/10/2014	M3	4/3/2014					
4/4/2014	SG1	5/12/2014	CLO	38	\$0.00	\$0.00	\$0.00
3/10/2014	M2	3/5/2014					
3/7/2014	SF2	3/7/2014					
2/14/2014	SF1	2/10/2014					
2/10/2014	M1	2/4/2014					
1/10/2014	M12	1/9/2014					
12/10/2013	M11	12/5/2013					
11/12/2013	M10	11/1/2013					
10/11/2013	SG1	10/27/2014	CLO	381	\$0.00	\$0.00	\$0.00
10/10/2013	Q3	10/8/2013					
9/13/2013	SF1	10/27/2014	CLO	409	\$0.00	\$0.00	\$0.00





## FLORIDA DEPARTMENT OF STATE

**RICK SCOTT**  
Governor

**KEN DETZNER**  
Secretary of State

August 9, 2013

Deborah Platt, Chairperson  
Citrus County Education Association Advocacy Fund  
219 Trout Avenue  
Inverness, Florida 34450

Dear Ms. Platt:

This will acknowledge receipt of the Statement of Organization and Appointment of Campaign Treasurer and Designation of Campaign Depository for **Citrus County Education Association Advocacy Fund**, which were placed on file in our office on August 8, 2013. 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 that supports candidates.

### Campaign Treasurer's Reports

Your first campaign treasurer's report will be due on **October 10, 2013**. The report will cover the period of July 1, 2013 - September 30, 2013. 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).

### Credentials and Sign-ons

Below is the web address to access the EFS and the committee's user identification number. The enclosed sealed envelope contains the committee's initial password. Once you have logged in using the initial password, you will be immediately prompted to change it to a confidential sign-on. The chairperson, campaign treasurer, and deputy treasurers are responsible for protecting this password from disclosure and are responsible for all filings using these credentials, unless the Division is notified that your credentials have been compromised.

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

**Identification Number:** 60780

#### Division of Elections

R.A. Gray Bldg., Rm. 316 • 500 S Bronough St. • Tallahassee, Florida 32399-0250  
Telephone: (850) 245-6240 • Facsimile: (850) 245-6259 [elections.myflorida.com](http://elections.myflorida.com)  
Commemorating 500 years of Florida history [www.fl500.com](http://www.fl500.com)



Ms. Deborah Platt, Chairperson  
August 9, 2013  
Page Two

### **Pin Numbers**

Pin numbers are confidential secure credentials that allow you to submit reports and update information. The enclosed sealed envelope provides a confidential pin number for the chairperson. By copy of this letter, a confidential pin number to access the EFS was sent to the treasurer.

Each political committee chairperson is required to provide the Division of Elections with confidential personal information that may be used to allow access in the event that the password is forgotten or lost. When you enter the campaign account screen, there will be a drop down box where you pick a question (such as *What is your mother's maiden name?*) and supply an answer. All passwords and answers to questions are stored as encrypted data and cannot be viewed by Division staff and given out over the phone. Please notify the Division if your credentials have been compromised.

### **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 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.

Ms. Deborah Platt, Chairperson  
August 9, 2013  
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**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://elections.myflorida.com>. 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, *2012 Political Committee Handbook*, *2013 Calendar of Reporting Dates*, and Rule 1S-2.017, Florida Administrative Code.**

Please let me know if you need additional information.

Sincerely,



*KRB* Kristi Reid Bronson, Chief  
Bureau of Election Records

KRB/ddb

Enclosures

pc: Ms. Sandra Armstrong, Treasurer