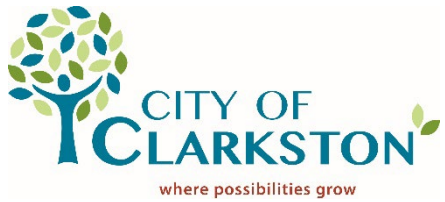


# Candidate Information Packet



**Special Election: November 5, 2024**



TO: 2024 City Council Candidates  
FROM: Tomika R. Mitchell, City Clerk  
DATE: Monday, July 15, 2024  
SUBJECT: November 5, 2024, Special Election - Candidate Qualifying

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Thank you for your interest in the City of Clarkston. The City of Clarkston is governed by a Mayor and six (6) Council members. The Mayor is elected by a majority vote of the votes cast. The candidates for council members receiving the greatest, second greatest, and third greatest number of votes cast for council members shall be elected. The city elections are nonpartisan, i.e. candidates do not run as members of a particular political party, and their individual party affiliations are not relevant to their positions in city government. Elected officials serve for terms of four (4) years until their respective successors are elected and sworn in. The Mayor and City Council determine policies, enact legislation and provide political leadership in the community. The City Council hold one Council Meeting on the first Tuesday of each month and one Work Session on the last Tuesday of each month at 7:00 PM.

Please review the materials provided for qualifying to run for office in the November 5, 2024, Special Municipal Election. This November, municipal voters will elect one (1) City Council seat to fill the unexpired Council seat thru December 31, 2027. As the City Clerk of Clarkston, I am the Qualifying Officer for the City and will be the person to receive your Notice of Candidacy and Declaration of Intent to Receive Campaign Contributions.

Qualifying shall be conducted in the Office of the City Clerk (Georgia Election Code 21-2-132), 1055 Rowland Street, Clarkston, Georgia 30021. Qualifying will begin on Monday, July 22, 2024, and will end on Friday, July 26, 2024. The hours of qualifying each day will be from 8:30 AM until 12:00 PM and 1:00 PM until 4:30 PM. The qualifying fee for the City Council is \$360.00, which is 3% of the total gross salary of the preceding year.

To be eligible for election or appointment as a Mayor/Council member, a person, at the time of election or appointment, must: (1) have attained the age of eighteen (18) years; (2) have been a bona fide resident of the City of Clarkston for one (1) year next preceding the election in which he/she offers as a candidate, and must continue to reside [in] such residence during the term of office; (3) be a qualified elector of the city; and (4) meet any other requirements as may be established by general state law.

Certain documents are required to be filed with the Georgia Government Transparency and Campaign Finance Commission, or GGTCFC (formerly known as the State Ethics Commission). Their website address is <http://www.ethics.ga.gov>. Candidates should familiarize themselves with all forms, publications, and the requirements of candidacy for public office. Failure to adhere to the policies and filings as required by the GGTCFC may result in monetary fines. The Commission also offers video

on demand to public officials which may be found at this link <https://ethics.ga.gov/education-2/video-on-demand-2/>

Items to complete and return to the City DURING the qualifying period:

- Notice of Candidacy.
- Declaration of Intention to Accept Campaign Contributions (Form DOI). Incumbents are not required to complete this form. An unsuccessful candidate can file a Final Report & Termination Statement within 10 days after the general election, as long as they are not in office, have no campaign debt, and a zero net balance. You are responsible to meet all filing requirements until the Final Report & Termination Statement is filed.
- Payment of Qualifying fee (cash or check) (A “bounced” check from a candidate disqualifies the candidate from qualifying for the office unless an error was made by bank, credit union, or other financial institution and notification of error was received by the election superintendent within two weeks after the deadline for qualifying.)

Fillable forms are available at [www.ethics.gov](http://www.ethics.gov).

A map of the City of Clarkston is available at this link to help you determine the city limit boundaries:

[http://maps.digitalmapcentral.com/production/VECommunityView/cities/clarkston\\_GA/index.aspx](http://maps.digitalmapcentral.com/production/VECommunityView/cities/clarkston_GA/index.aspx)

At the daily close of Qualifying, candidate names and the Office they are seeking will be posted on the City website. Please be aware that newspapers will generally request this information and publish it as well. All information provided on your disclosure reports are open record and subject to the Georgia Open Records Act.

## **RUNNING FOR OFFICE**

The 2024 City of Clarkston Special Election will be held on Tuesday, November 5, 2024 to fill the unexpired Council Seat (1) thru December 31, 2027.

The City of Clarkston's election is non-partisan and is conducted by the DeKalb County Elections. The City Clerk serves as the Qualifying Officer.

### **Qualifying Period:**

Pursuant to O.C.G.A. 21-2-132, qualifying for the election will take place at City of Clarkston City Hall Annex beginning on Monday, July 22, 2024 through Friday, January 26, 2024 from 8:30 a.m. until 4:30 p.m. (daily).

**Candidates are encouraged to have their forms pre-filled and to also submit the DOI form and Affidavit Not To Exceed \$2,500 form with Qualifying Form. Must have Photo ID and payment.**

City Clerk's Office, 1055 Rowland Street, Clarkston, GA 30021

**Qualifying fees:** Pursuant to O.C.G.A. 21-2-131(a) the qualifying fees, by Cash, Check or Money Order are:

**For Council:                                 \$360.00**

### **Notice of Candidacy and Affidavit:**

The City Clerk of the City of Clarkston serves as the Qualifying Officer for candidates. During the qualifying period, a candidate must appear in person to file a Notice of Candidacy and Affidavit with Tomika Mitchell at 1055 Rowland Street, Clarkston GA 30021. At the time the Notice of Candidacy and Affidavit is filed, the qualifying fee must be paid by cash, check or money order made payable to the City of Clarkston.

## **Candidate Requirements:**

Sec. 2.08. - Qualifications for mayor and councilmen.

To be eligible for the office of mayor or councilman, a person must meet the requirements of a qualified elector for members of the General Assembly as prescribed by state law, must have been a bona fide resident of the City of Clarkston for one (1) year next preceding the election in which he offers as a candidate, and must have no debts outstanding against him in favor of the city, county or state.

## **Georgia Law Requirements: 21-2-216**

- (a) No person shall vote in any primary or election held in this state unless such person shall be:
  - (1) Registered as an elector in the manner prescribed by law;
  - (2) A citizen of this state and of the United States;
  - (3) At least 18 years of age;
  - (4) A resident of this state and of the county or municipality in which he or she seeks to vote; and
  - (5) Possessed of all other qualifications prescribed by law.
- Shall not have been convicted of violation of primary or election laws, malfeasance in office, or felony involving moral turpitude or conviction of domestic violence.
- Shall not be the holder of any public funds illegally

## **REPORTING REQUIREMENTS**

If you have any questions on filling out forms, please contact the Georgia Government Transparency and Campaign Finance Commission to assist you. By law, the City Clerk is not authorized to write on your sheet except to stamp in the date received and notarize your signature.

**Declaration of Intention to Collect Campaign Contributions:** Must be filled out by all candidates. Your qualifying fee is considered a donation to your own campaign and must be claimed as such on your Campaign Contribution Form. Must be submitted by candidate prior to receiving or expending any funds - at latest, must file with Notice of Candidacy - and Return to City Clerk.

### **Affidavit of a Candidate's Intent Not to Exceed \$2,500.00 in Contributions and/or Expenditures:**

A candidate for nomination or election to a public office or the chairperson or treasurer of a campaign committee organized to bring about the nomination or election of such candidate signs and files with the appropriate official. A written notice that such candidate or campaign committee does not intend to accept during such election cycle a combined total of contributions exceeding \$2,500.00 for the campaign nor make a combined total of expenditures exceeding \$2,500.00 for the campaign in such election cycle.

**Affidavit of Incumbent Not Seeking Re-Election:** This affidavit is filed by incumbents who choose not to seek reelection in their election year. Once filed, the incumbent files according to then on-election year filing schedule.

**Campaign Contribution Disclosure Report (CCDR):** A CCDR is a report filed with the appropriate filing office by a candidate; public official; or the chairperson or treasurer of a campaign committee setting forth all expenditures and contributions. Itemize all contributions and expenditures more than \$100.00 and aggregate totals of all contributions and expenditures \$100.00 or less.

**Personal Financial Disclosure Statement (PFD):** Every public officer and every candidate for election as a public officer must file a PFD covering the period of the preceding calendar year. Only one PFD is required per calendar year.

**Two Business Day Report (TBD):** The TBD Report addresses the period of time between the last report due prior to the date of any election for which the candidate is qualified and the date of the election. The TBD Report requires the disclosure of all contributions (including loans) of \$1,000.00 or more and must be reported within two-business days of receipt of the contribution. Don't forget that the contribution must be reported on the next succeeding regularly scheduled Campaign Contribution Disclosure Report also.

A TBD must be sent by facsimile or electronic transmission (eFile) within two business days of receipt of contribution. Any facsimile filing shall also have an identical electronic filing within five business days following the transmission of such facsimile filing. Local filers should submit the TBD report to their local filing office. State/Statewide filers should file with the Commission.

**Termination Statement:** All campaigns and committees must file a termination statement within ten days of the dissolution of a campaign or committee which shall, among other things, identify the person responsible for maintaining campaign records as required by the Act. The termination statement shall be submitted with a final Campaign Contribution Disclosure Report which identifies a zero balance and zero indebtedness. This report is called the Final Report & Termination Statement.

August 18, 2023

## ELECTION CANDIDATE POLITICAL CAMPAIGN SIGN GUIDE

Dear Candidate:

Congratulations on your decision to run for elected office in the City Clarkston!

This “Candidate Guide” on the sign ordinances has been prepared to provide basic information you will need to know about the placement of political campaign signs during election. Each candidate for elected office should be aware of the regulations in the City of Clarkston Municipal Code regarding political signs and signposting. Per the below you may only place campaign, political advertising signs on private property; you are not allowed to place any within any public property to include all rights-of-way. Additionally, the City does not require any permits and/or fees to place signs on private property.

### ARTICLE III SPECIAL SIGN PROVISIONS

#### **Sec. 15.5-41 Prohibited locations and methods of erection.**

The following types of signs are prohibited in the locations and circumstances described below:

- (1) LED signs except within monument signs or window signs in non-residential areas or electronic billboards where expressly permitted;
  - (2) Permanent detached and attached signs that are not designed to conform to the city-adopted building code for wind pressures, and constructed to receive dead loads as required in the building codes or other ordinances of the City of Clarkston;
  - (3) Signs that are within public rights-of-way or utility easements, with the exception of publicly owned or maintained signs;
  - (4) Signs placed on another person's property without that person's express consent;
  - (5) Signs within the Railroad right of way;
  - (6) Signs that obstruct any door, window, fire escape, fire or emergency exit, or ventilation system;
  - (7) Signs which interfere with road visibility or obstruct or otherwise interfere with the safe and orderly movement of pedestrian or vehicular traffic.
- ( Ord. No. 457 , § 2(Att.), 12-8-20)

We hope this information is helpful in your campaigning journey. Contact the City of Clarkston at 404-296-6489, if you have any additional questions.

Best wishes for a successful campaign!

Sincerely,

*City of Clarkston*

City of Clarkston

**Office of the Secretary of State  
Elections Division**



## 2024 ELECTION CALENDAR

While comprehensive, not all events are listed. The purpose of this calendar is to provide information on deadlines for election activities. When the last day for the exercise of any privilege or discharge of any duty fall on a Saturday, Sunday, or legal holiday, the next succeeding business day shall be the last day to exercise such duty. O.C.G.A. § 21-2-14.

Click the link to access [O.C.G.A. TITLE 21 – ELECTION CODE](#)

ELECTION	ELECTION DATE	ADVANCE VOTING DATES	REGISTRATION DEADLINE
Presidential Preference Primary (PPP) Special Election - County/Municipal Contests	March 12, 2024	February 19 – March 8	02/12/2024
Special Election Runoff For Local Offices	April 9, 2024	As soon as possible, but no later than April 1 – April 5	02/12/2024
General Primary / Nonpartisan Election	May 21, 2024	April 29 – May 17	04/22/2024
General Primary / Nonpartisan Runoff	June 18, 2024	As soon as possible, but no later than June 10 – June 14	04/22/2024
General Runoff for Federal Offices			05/20/2024
General Election	November 5, 2024	October 15 – November 1	10/07/2024
General Runoff	December 3, 2024	As soon as possible, but no later than November 25 – November 27	10/07/2024
General Runoff for Federal Offices			11/04/2024

### CANDIDATE QUALIFYING WEEK

March 4 – 8, 2024

(See page 3 for more details)

December 13, 2023	<b><u>LAST DAY TO CALL ELECTION TO BE HELD IN CONJUNCTION WITH MARCH PPP</u></b> O.C.G.A. § 21-2-540(b)
December 15, 2023	<b><u>MARCH PPP/SPECIAL ELECTION BALLOT SUBMISSION DEADLINE</u></b> Last day for local jurisdiction to provide information for March Special Election ballot.
December 25, 2023	<b><u>EARLIEST DAY TO REQUEST AN ABSENTEE BALLOT FOR MARCH PPP</u></b> The earliest day for voters to apply for absentee ballot. O.C.G.A. § 21-2-381(a)(1)(A).
January 1, 2024	<b><u>EARLIEST DAY TO ACCEPT UOCAVA BALLOT APPLICATIONS FOR THE 2024 CYCLE</u></b> In accordance with 52 U.S.C. § 20306, any absentee ballot application received from UOCAVA voters beginning January 1, 2024 should be considered timely, even if not received 78 days prior.  <b><u>EARLIEST DAY FOR WRITE-IN CANDIDATES TO FILE/PUBLISH NOTICE OF INTENT</u></b> First day to publish Notice of Intent of Write-in Candidacy O.C.G.A. § 21-2-133(a)



## 2024 STATE ELECTION COMPREHENSIVE CALENDAR

January 11, 2024	<b><u>FIRST DAY TO CIRCULATE NOMINATION PETITIONS FOR ELECTION CYCLE</u></b> Independent/political body candidate may begin circulating nomination petitions. O.C.G.A. § 21-2-132(h)(3)
January 12, 2024	<b><u>DEADLINE FOR PRECINCT BOUNDARY CHANGES FOR MARCH PPP</u></b> No precinct changes shall not be made until after the election. O.C.G.A. § 21-2-261(c)
January 22, 2024	<b><u>EARLIEST DAY TO REQUEST AN ABSENTEE BALLOT FOR APRIL RUNOFF</u></b> The earliest day for voters to apply for absentee ballot. O.C.G.A. § 21-2-381(a)(1)(A)
January 23, 2024	<b><u>MAIL/TRANSMIT UOCAVA BALLOT FOR MARCH PPP</u></b> First day registrars shall mail/issue absentee ballot to eligible UOCAVA voters. O.C.G.A. § 21-2-384(a) <i>*Instant runoff ballots must also be included in UOCAVA ballot packet.</i>
January 27, 2024	<b><u>MAIL/TRANSMIT UOCAVA BALLOT FOR MARCH PPP</u></b> Registrars shall mail/issue absentee ballot all eligible UOCAVA applicants. Thereafter, all timely received applications must be mailed within three days of receipt. O.C.G.A. § 21-2-384(a)
February 1, 2024	<b><u>DEADLINE TO PUBLISH 2024 QUALIFYING FEES</u></b> Last day for the SOS and County Superintendent to publish qualifying fees. O.C.G.A. § 21-2-131(1)(A)
February 12, 2024	<b><u>MAIL ABSENTEE BALLOT FOR MARCH PPP/SPECIAL ELECTION/RUNOFF</u></b> First day registrars shall mail/issue official absentee ballots. O.C.G.A. § 21-2-384(a)(2)
February 12, 2024 5:00 p.m.	<b><u>REGISTRATION DEADLINE FOR MARCH PPP/SPECIAL ELECTION/RUNOFF</u></b> Last day to register/change address for upcoming election. O.C.G.A. §§ 2-2-224(a), 21-2-218
February 16, 2024	<b><u>DEADLINE TO SUBMIT POLL WATCHER DESIGNATION LETTERS TO STATE/COUNTY</u></b> Last date to submit poll watcher designation letter for Advance Voting. O.C.G.A. § 21-2-408
February 19, 2024	<b><u>FIRST DAY OF ADVANCE VOTING FOR MARCH PPP</u></b> O.C.G.A. § 21-2-385(d)(1)
February 21, 2024	<b><u>LAST DAY TO CALL SPECIAL ELECTION HELD IN CONJUNCTION WITH MAY PRIMARY</u></b> O.C.G.A. § 21-2-540(b)
February 23, 2024	<b><u>BALLOT SUBMISSION DEADLINE FOR MAY PRIMARY</u></b> Last day for local jurisdiction to provide ballot information related to the Call (question or office) to be held in conjunction with the May 21, 2024 Primary ballot. This is a separate submission filing from regularly scheduled elections that typically take place in May in even-years.
February 24, 2024 AND March 2, 2024	<b><u>MANDATORY SATURDAY VOTING FOR MARCH PPP</u></b> Advance voting shall be held on the 2 <sup>nd</sup> and 3 <sup>rd</sup> Saturday prior to Election Day. Minimum hours of voting are 9:00 a.m. to 5:00 p.m., but no longer than 7:00 a.m. to 7:00 p.m. O.C.G.A. § 21-2-385(d)(1)(B)
February 25, 2024 and/or March 3, 2024	<b><u>OPTIONAL SUNDAY VOTING FOR MARCH PPP</u></b> Advance voting may be held on the 2 <sup>nd</sup> and 3 <sup>rd</sup> Sunday prior to Election Day during hours determined by the Registrar, but no longer than 7:00 a.m. to 7:00 p.m. O.C.G.A. § 21-2-385(d)(1)(B)

## 2024 STATE ELECTION COMPREHENSIVE CALENDAR

March 1, 2024	<p><b><u>DEADLINE TO REQUEST ABSENTEE BALLOT FOR MARCH PPP</u></b> Last day to request absentee by mail ballot. O.C.G.A. § 21-2-381(a)(1)(A)</p>
March 4, 2024 – 9AM <i>through</i> March 8, 2024 – 12PM	<p><b><u>CANDIDATE QUALIFYING WEEK/PERIOD FOR MAY PRIMARY AND NOVEMBER GENERAL</u></b> The qualifying period for a candidate to file and qualify to appear on the ballot. O.C.G.A. § 21-2-132(d)</p>
March 4, 2024	<p><b><u>EARLIEST DAY TO REQUEST AN ABSENTEE BALLOT FOR MAY PRIMARY</u></b> The earliest day for voters to apply for absentee ballot. O.C.G.A. § 21-2-381(a)(1)(A).</p> <p><b><u>DEADLINE TO PUBLISH LOGIC &amp; ACCURACY TESTING FOR MARCH PPP</u></b> O.C.G.A. § 21-2-379.25(c)</p>
March 5, 2024	<p><b><u>NOTICE OF INTENT TO PROCESS/TABULATE EARLY MARCH PPP/SPECIAL ELECTION</u></b> Last day to notify the SOS intent to process absentee ballots before 7:00 a.m. on Election Day, and last day to publish notice in legal organ the date, time, and location for tabulating absentee ballots prior to the close of the polls. O.C.G.A. § 21-2-386(A)(3)-(4)</p> <p><b><u>PUBLISHING OF CONSOLIDATION NOTICE FOR MARCH PPP/SPECIAL ELECTION</u></b> Last day to post the time and place of computation and canvassing of the returns in a noticeable place in the superintendent's office. O.C.G.A. § 21-2-492</p>
March 7, 2024	<p><b><u>PREPARATION OF OFFICIAL ELECTORS LIST FOR MARCH PPP</u></b> O.C.G.A. § 21-2-224(f)</p>
March 9, 2024	<p><b><u>CONDUCT LOGIC &amp; ACCURACY TESTING FOR MARCH PPP/ SPECIAL ELECTION</u></b> Last day to begin voting equipment testing. O.C.G.A. § 21-2-379.6(c); SEB Rule 183-1-12-.08</p>
March 8, 2024 12:00 noon	<p><b><u>LAST DAY OF CANDIDATE QUALIFYING FOR MAY PRIMARY AND NOVEMBER GENERAL</u></b> Last day for a candidate to file and pay fees, file a pauper's affidavit. O.C.G.A. § 21-2-132(d)</p>
March 8, 2024 2:00 p.m.	<p><b><u>POSTING OF CANDIDATE NAMES BY PARTIES FOR MAY PRIMARY</u></b> A list of all candidates who have qualified shall be posted. O.C.G.A. § 21-2-153(d)(1)</p>
March 8, 2024	<p><b><u>LAST DAY OF ADVANCE VOTING FOR MARCH PPP</u></b> O.C.G.A. § 21-2-385(d)(1)</p>
March 9, 2023	<p><b><u>DEADLINE TO SUBMIT POLL WATCHER DESIGNATION LETTERS TO STATE/COUNTY</u></b> Last date to submit poll watcher designation letter for Election Day. O.C.G.A. § 21-2-408</p>
March 11, 2024 12:00 P.M.	<p><b><u>DEADLINE FOR POLITICAL PARTY TO CERTIFY CANDIDATES FOR MAY PRIMARY</u></b> Last day for political party to certify list of qualified candidates. O.C.G.A. § 21-2-154</p> <p><b><u>DEADLINE TO CERTIFY POLITICAL PARTY QUESTIONS FOR MAY PRIMARY</u></b> Last day for political party to certify to the SOS the wording of questions. O.C.G.A. §§ 21-2-154, 21-2-284(d)</p>

## 2024 STATE ELECTION COMPREHENSIVE CALENDAR

<p>March 12, 2024 <b>ELECTION DAY</b></p>	<p><b><u>DATE OF PRESIDENTIAL PREFERENCE PRIMARY (PPP)</u></b> O.C.G.A. § 21-2-190. Polls open from 7:00 a.m. to 7:00 p.m. O.C.G.A. § 21-2-403</p> <p><b><u>OFFICE OF REGISTRAR AND SUPERINTENDENT TO REMAIN OPEN</u></b> County election office(s) to remain open until completion of their duties. O.C.G.A. § 21-2-490</p> <p><b><u>BALLOT CAST REPORT DUE</u></b> Report due by 11:59 p.m. of total number of ballots cast, including provisional ballots, and absentee-by-mail ballots received by the close of polls to the registrar. O.C.G.A. § 21-2-421</p>
<p>March 13, 2024 9:00 a.m.</p>	<p><b><u>MARCH PPP PROVISIONAL BALLOT DOCUMENTATION DUE TO REGISTRAR</u></b> Registrar must receive all provisional voter certificates, voter registration forms and provisional numbered list of voters. O.C.G.A. § 21-2-419(b), SEB Rule 183-1-12-.18(10)</p>
<p>March 15, 2024 5:00 p.m.</p>	<p><b><u>DEADLINE FOR MARCH PPP PROVISIONAL VOTER TO PROVIDE DOCUMENTATION</u></b> O.C.G.A. § 21-2-419(c)(1)(2)(3)</p> <p><b><u>UOCAVA BALLOT RECEIPT DEADLINE</u></b> Eligible UOCAVA absentee ballots postmarked by election date and received within the three business days following the election deemed valid shall be counted. O.C.G.A. § 21-2-386(a)(1)(G)</p> <p><b><u>ABSENTEE BALLOT CURE DEADLINE</u></b> Last day voters can cure timely submitted absentee ballots for missing signature or information mismatch. O.C.G.A. § 21-2-386(a)(1)(C)</p>
<p>March 18, 2024 5:00 p.m.</p>	<p><b><u>DEADLINE FOR COUNTY CERTIFICATION OF RETURNS</u></b> Election shall be certified by the superintendent. O.C.G.A. § 21-2-493(k)</p>
<p>March 20, 2024 <i>through</i> March 21, 2024</p>	<p><b><u>CONDUCT RISK LIMITING AUDIT</u></b> Local election superintendents shall conduct risk-limiting audit on one federal or state-wide contests randomly selected by the Secretary of State during this period. O.C.G.A. § 21-2-498(b)(c)</p>
<p>March 20, 2024* 5:00 P.M.</p>	<p><b><u>DEADLINE TO REQUEST A RECOUNT FOR MARCH PPP</u></b> Last day to request a recount. O.C.G.A. § 21-2-495(c). <i>*A county may certify earlier than the legal requirement. Request deadline is within two business days after certification.</i></p>
<p>March 22, 2024*</p>	<p><b><u>DEADLINE FOR PRECINCT BOUNDARY CHANGES FOR MAY PRIMARY</u></b> Last day to make precinct boundaries changes. O.C.G.A. § 21-2-261(c). <i>*Last day for Board of Registrars to approve precinct changes. Due to the Special Election Runoff, system changes should not be made until after certification of the April 9<sup>th</sup> runoff, if conducted.</i></p>
<p>March 25, 2024*</p>	<p><b><u>DEADLINE TO CONTEST MARCH PPP RESULTS</u></b> Last day to contest the results of a primary or election. O.C.G.A. § 21-2-524(a) <i>*A county may certify earlier than the legal requirement. The deadline to contest is within five calendar days of county certification (for local contests)</i></p>
<p>March 29, 2024</p>	<p><b><u>DEADLINE TO REQUEST ABSENTEE BALLOT FOR APRIL RUNOFF</u></b> Last day to request absentee by mail ballot. O.C.G.A. § 21-2-381(a)(1)(A)</p> <p><b><u>STATE CERTIFICATION OF RETURNS</u></b> Last day for State Elections Division to certify the votes cast for federal and statewide contests.</p>

## 2024 STATE ELECTION COMPREHENSIVE CALENDAR

March 30, 2024	<p><b><u>DEADLINE TO SUBMIT POLL WATCHER DESIGNATION LETTERS TO COUNTY</u></b> Last date to submit poll watcher designation letter for Advance Voting. O.C.G.A. § 21-2-408</p>
April 1, 2024 <i>or prior to this date</i>	<p><b><u>SPECIAL ELECTION RUNOFF ADVANCE VOTING</u></b> Advance voting should commence as soon as possible prior to a runoff but not later than the second Monday immediately prior to such runoff. O.C.G.A. § 21-2-385(d)(1)(B)</p> <p><b><u>EARLIEST DAY TO REQUEST AN ABSENTEE BALLOT FOR JUNE RUNOFF</u></b> The earliest day for voters to apply for absentee ballot. O.C.G.A. § 21-2-381(a)(1)(A).</p>
April 2, 2024*	<p><b><u>MAIL/TRANSMIT UOCAVA BALLOT FOR MAY PRIMARY/NONPARTISAN ELECTION</u></b> First day registrars shall mail/issue absentee ballot to eligible UOCAVA voters. O.C.G.A. § 21-2-384(a) <i>*Instant runoff ballots must also be included in UOCAVA ballot packet.</i></p> <p><b><u>PUBLISHING OF CONSOLIDATION NOTICE FOR APRIL RUNOFF</u></b> Last day to post computation and canvassing of the returns notice. O.C.G.A. § 21-2-492</p> <p><b><u>DEADLINE TO PUBLISH ADVANCE VOTING NOTICE FOR APRIL RUNOFF</u></b> O.C.G.A. § 21-2-385(d)(3)</p>
April 5, 2024	<p><b><u>LAST DAY OF ADVANCE VOTING FOR SPECIAL ELECTION RUNOFF</u></b> O.C.G.A. § 21-2-385(d)(1)</p>
April 6, 2024*	<p><b><u>MAIL/TRANSMIT UOCAVA BALLOT FOR MAY PRIMARY/NONPARTISAN ELECTION</u></b> Registrars shall mail/issue absentee ballots to UOCAVA voters with applications received through this day. Thereafter, timely received ballot requests must be mailed/transmitted within three days of receipt. O.C.G.A. § 21-2-384(a). <i>*Instant runoff ballots must also be included in UOCAVA ballot packet.</i></p> <p><b><u>DEADLINE TO SUBMIT POLL WATCHER DESIGNATION LETTERS TO COUNTY</u></b> Last date to submit poll watcher designation letter for Election Day. O.C.G.A. § 21-2-408</p>
April 8, 2024	<p><b><u>SAMPLE BALLOT FOR MAY PRIMARY/NONPARTISAN ELECTION EXHIBITION</u></b> At least 45 days prior, the superintendent shall post sample ballot. O.C.G.A. § 21-2-379.8(b)</p>
April 9, 2024 <b>ELECTION DAY</b>	<p><b><u>DATE OF SPECIAL ELECTION RUNOFF (COUNTY/MUNICIPAL)</u></b> O.C.G.A. § 21-2-501(a)(1). Polls open from 7:00 a.m. to 7:00 p.m. O.C.G.A. § 21-2-403</p> <p><b><u>OFFICE OF REGISTRAR AND SUPERINTENDENT TO REMAIN OPEN</u></b> County election office(s) to remain open until completion of their duties. O.C.G.A. § 21-2-490</p> <p><b><u>BALLOT CAST REPORT DUE</u></b> Report due by 11:59 p.m. of total number of ballots cast, including provisional ballots, and absentee-by-mail ballots received by the close of polls to the registrar. O.C.G.A. § 21-2-421</p>
April 10, 2024 9:00 a.m.	<p><b><u>APRIL RUNOFF PROVISIONAL BALLOT DOCUMENTATION DUE</u></b> Registrar must receive all provisional voter certificates, voter registration forms and provisional numbered list of voters. O.C.G.A. § 21-2-419(b), SEB Rule 183-1-12-.18(10)</p>

## 2024 STATE ELECTION COMPREHENSIVE CALENDAR

April 11, 2024 11:59 p.m.	<b><u>MARCH PPP RECONCILIATION REPORT DUE</u></b> County reconciliation report aggregating the total number of voters who received credit and total number of ballots cast in each precinct and details. SEB Rule 183-1-12-.12(e).
April 12, 2024 5:00 p.m.	<b><u>DEADLINE FOR APRIL RUNOFF PROVISIONAL VOTER TO PROVIDE DOCUMENTATION</u></b> O.C.G.A. § 21-2-419(c)(1)(2)(3)  <b><u>ABSENTEE BALLOT CURE DEADLINE</u></b> Last day voters can cure timely submitted absentee ballots for missing signature or information mismatch. O.C.G.A. § 21-2-386(a)(1)(C)
April 15, 2024 5:00 p.m.	<b><u>DEADLINE FOR COUNTY CERTIFICATION OF RETURNS</u></b> Election shall be certified by the superintendent. O.C.G.A. § 21-2-493(k)
April 17, 2024* 5:00 p.m.	<b><u>DEADLINE TO REQUEST A RECOUNT FOR APRIL RUNOFF</u></b> Last day to request a recount. O.C.G.A. § 21-2-495(c). <i>*A county may certify earlier than the legal requirement. Request deadline is within two business days after certification.</i>
April 22, 2024	<b><u>MAIL ABSENTEE BALLOT FOR MAY PRIMARY/NONPARTISAN ELECTION</u></b> First day registrars shall mail/issue official absentee ballots. O.C.G.A. § 21-2-384(a)(2)
April 22, 2024 11:59 p.m.	<b><u>REGISTRATION DEADLINE FOR MAY PRIMARY/NONPARTISAN ELECTION</u></b> Last day to register/change address for upcoming election. O.C.G.A. §§ 2-2-224(a), 21-2-218
April 26, 2024	<b><u>DEADLINE TO SUBMIT POLL WATCHER DESIGNATION LETTERS TO STATE/COUNTY</u></b> Last date to submit poll watcher designation letter for Advance Voting. O.C.G.A. § 21-2-408
April 29, 2024	<b><u>FIRST DAY OF ADVANCE VOTING FOR MAY PRIMARY/NONPARTISAN ELECTION</u></b> O.C.G.A. § 21-2-385(d)(1)
May 4, 2024 AND May 11, 2024	<b><u>MANDATORY SATURDAY VOTING FOR MAY PRIMARY/NONPARTISAN ELECTION</u></b> Advance voting shall be held on the 2 <sup>nd</sup> & 3 <sup>rd</sup> Saturday prior to Election Day. Minimum voting hours are 9:00 a.m. to 5:00 p.m., no longer than 7:00 a.m. to 7:00 p.m. O.C.G.A. § 21-2-385(d)(1)(B)
May 5, 2024 and/or May 12, 2024	<b><u>OPTIONAL SUNDAY VOTING FOR MAY PRIMARY/NONPARTISAN ELECTION</u></b> Advance voting may be held on the 2 <sup>nd</sup> and 3 <sup>rd</sup> Sunday prior to Election Day during hours determined by the Registrar, but no longer than 7:00 a.m. to 7:00 p.m. O.C.G.A. § 21-2-385(d)(1)(B)
May 9, 2024 11:59 p.m.	<b><u>APRIL RUNOFF RECONCILIATION REPORT DUE</u></b> County reconciliation report aggregating the total number of voters who received credit and total number of ballots cast in each precinct and details. SEB Rule 183-1-12-.12(e).
May 10, 2024	<b><u>DEADLINE TO REQUEST ABSENTEE BALLOT FOR MAY PRIMARY</u></b> Last day to request absentee by mail ballot. O.C.G.A. § 21-2-381(a)(1)(A)
May 13, 2024	<b><u>DEADLINE TO PUBLISH LOGIC &amp; ACCURACY NOTICE FOR MAY PRIMARY</u></b> Public notice of Logic and Accuracy testing of the location(s), date, and time, where preparation and testing of the voting system for use in the primary or election should be posted at least five days prior to testing. O.C.G.A. § 21-2-379.25(c)

## 2024 STATE ELECTION COMPREHENSIVE CALENDAR

May 14, 2024	<p><b><u>NOTICE OF INTENT TO PROCESS/TABULATE EARLY FOR MAY PRIMARY</u></b>            Last day to notify the SOS in writing intent to process absentee ballots before 7:00 a.m. on Election Day, and last day to publish notice in legal organ the date, time, and location for tabulating absentee ballots prior to the close of the polls. O.C.G.A. § 21-2-386(A)(3)-(4)</p>
May 14, 2024	<p><b><u>PUBLISHING OF CONSOLIDATION NOTICE FOR MAY PRIMARY/NONPARTISAN ELECTION</u></b>            Last day to post the time and place of computation and canvassing of the returns in a noticeable place in the superintendent's office. O.C.G.A. § 21-2-492</p>
May 16, 2024	<p><b><u>PREPARATION OF OFFICIAL ELECTORS LIST FOR MAY PRIMARY</u></b>            O.C.G.A. § 21-2- 224(f)</p>
May 17, 2024	<p><b><u>LAST DAY OF ADVANCE VOTING FOR MAY PRIMARY/NONPARTISAN ELECTION</u></b>            O.C.G.A. § 21-2-385(d)(1)</p>
May 18, 2024	<p><b><u>CONDUCT LOGIC &amp; ACCURACY TESTING FOR MAY PRIMARY/NONPARTISAN ELECTION</u></b>            Last day to begin voting equipment testing. O.C.G.A. § 21-2-379.6(c); SEB Rule 183-1-12-.08</p>
May 18, 2024	<p><b><u>DEADLINE TO SUBMIT POLL WATCHER DESIGNATION LETTERS TO STATE/COUNTY</u></b>            Last date to submit poll watcher designation letter for Election Day. O.C.G.A. § 21-2-408</p>
May 20, 2024	<p><b><u>REGISTRATION DEADLINE FOR JUNE FEDERAL RUNOFF</u></b>            Last day to register/change address for upcoming election. O.C.G.A. §§ 2-2-224(a), 21-2-218</p>
May 21, 2024 <b>ELECTION DAY</b>	<p><b><u>GENERAL PRIMARY/NONPARTISAN ELECTION</u></b>            O.C.G.A. §§ 21-2-150, 21-2-138. Polls open from 7:00 a.m. to 7:00 p.m. O.C.G.A. § 21-2-403</p> <p><b><u>OFFICE OF REGISTRAR AND SUPERINTENDENT TO REMAIN OPEN</u></b>            County election office(s) to remain open until completion of their duties. O.C.G.A. § 21-2-490</p> <p><b><u>BALLOT CAST REPORT DUE</u></b>            Report due by 11:59 p.m. of total number of ballots cast, including provisional ballots, and absentee-by-mail ballots received by the close of polls to the registrar. O.C.G.A. § 21-2-421</p>
May 22, 2024 9:00 a.m.	<p><b><u>MAY PRIMARY/NONPARTISAN ELECTION PROVISIONAL BALLOT DOCUMENTATION DUE</u></b>            Registrar must receive all provisional voter certificates, voter registration forms and provisional numbered list of voters. O.C.G.A. § 21-2-419(b), SEB Rule 183-1-12-.18(10)</p>
May 24, 2024 5:00 p.m.	<p><b><u>DEADLINE FOR MAY PRIMARY PROVISIONAL VOTER TO PROVIDE DOCUMENTATION</u></b>            O.C.G.A. § 21-2-419(c)(1)(2)(3)</p> <p><b><u>UOCAVA BALLOT RECEIPT DEADLINE</u></b>            Eligible UOCAVA absentee ballots postmarked by election date and received within the three business days following the election deemed valid shall be counted. O.C.G.A. § 21-2-386(a)(1)(G)</p>
May 24, 2024 5:00 p.m.	<p><b><u>ABSENTEE BALLOT CURE DEADLINE</u></b>            Last day for voters to cure timely submitted absentee ballots if they failed to sign the oath or information mismatch. O.C.G.A. § 21-2-386(a)(1)(C)</p>

## 2024 STATE ELECTION COMPREHENSIVE CALENDAR

<p>May 28, 2024* 5:00 p.m.</p>	<p><b><u>DEADLINE FOR COUNTY CERTIFICATION OF RETURNS</u></b> Returns shall be certified by the superintendent. O.C.G.A. § 21-2-493(k) <b>Date moved to the next business day due to state holiday</b></p>
<p>May 30, 2024* 5:00 p.m.</p>	<p><b><u>DEADLINE TO REQUEST A RECOUNT FOR MAY PRIMARY</u></b> Last day to request a recount. O.C.G.A. § 21-2-495(c). <i>*A county may certify earlier than the legal requirement. Request deadline is within two business days after certification.</i></p>
<p>May 30, 2024 <i>through</i> May 31, 2024</p>	<p><b><u>CONDUCT RISK LIMITING AUDIT</u></b> Local election superintendents shall conduct risk-limiting audit on one federal or state-wide contests randomly selected by the Secretary of State during this period. O.C.G.A. § 21-2-498(b)(c)</p>
<p>June 7, 2024</p>	<p><b><u>DEADLINE TO REQUEST ABSENTEE BALLOT FOR THE JUNE RUNOFF</u></b> Last day to request absentee by mail ballot. O.C.G.A. § 21-2-381(a)(1)(A)</p> <p><b><u>STATE CERTIFICATION OF RETURNS</u></b> Last day for State Elections Division to certify the votes cast for federal and statewide contests.</p>
<p>June 10, 2024 <i>or prior to this date</i></p>	<p><b><u>GENERAL PRIMARY/NONPARTISAN RUNOFF ADVANCE VOTING</u></b> Advance voting should commence as soon as possible prior to a runoff but not later than the second Monday immediately prior to such runoff. O.C.G.A. § 21-2-385(d)(1)(B)</p>
<p>June 11, 2024</p>	<p><b><u>NOTICE OF INTENT TO PROCESS/TABULATE EARLY FOR JUNE RUNOFF</u></b> Last day to notify the Secretary of State in writing intent to process absentee ballots before 7:00 a.m. on Election Day, and last day to publish notice in legal organ the date, time, and location for tabulating absentee ballots prior to the close of the polls. O.C.G.A. § 21-2-386(A)(3)-(4)</p> <p><b><u>PUBLISHING OF CONSOLIDATION NOTICE FOR JUNE RUNOFF</u></b> Last day to post the time and place of computation and canvassing of the returns in a noticeable place in the superintendent's office. O.C.G.A. § 21-2-492</p> <p><b><u>DEADLINE TO PUBLISH ADVANCE VOTING NOTICE FOR JUNE RUNOFF</u></b> O.C.G.A. § 21-2-385(d)(3)</p>
<p>June 13, 2024</p>	<p><b><u>PREPARATION OF ELECTORS LIST FOR JUNE RUNOFF</u></b> O.C.G.A. § 21-2- 224(f)</p>
<p>June 14, 2024</p>	<p><b><u>LAST DAY OF ADVANCE VOTING FOR JUNE RUNOFF</u></b> O.C.G.A. § 21-2-385(d)(1)</p>
<p>June 15, 2024</p>	<p><b><u>CONDUCT LOGIC &amp; ACCURACY TESTING FOR MARCH PPP/ SPECIAL ELECTION</u></b> Last day to begin voting equipment testing. O.C.G.A. § 21-2-379.6(c); SEB Rule 183-1-12-.08</p> <p><b><u>DEADLINE POLL WATCHER DESIGNATION LETTERS TO SOS &amp; SUPERINTENDENT</u></b> Last date to submit poll watcher designation letter. O.C.G.A. § 21-2-408(a)(1)</p>

## 2024 STATE ELECTION COMPREHENSIVE CALENDAR

<p>June 18, 2024 <b>ELECTION DAY</b></p>	<p><b><u>DATE OF GENERAL PRIMARY/NONPARTISAN RUNOFF</u></b> O.C.G.A. § 21-2-501(a)(1). Polls open from 7:00 a.m. to 7:00 p.m. O.C.G.A. § 21-2-403</p> <p><b><u>OFFICE OF REGISTRAR AND SUPERINTENDENT TO REMAIN OPEN</u></b> County election office(s) to remain open until completion of their duties. O.C.G.A. § 21-2-490</p> <p><b><u>BALLOT CAST REPORT DUE</u></b> Report due by 11:59 p.m. of total number of ballots cast, including provisional ballots, and absentee-by-mail ballots received by the close of polls to the registrar. O.C.G.A. § 21-2-421</p>
<p>June 20, 2024* 9:00 a.m.</p>	<p><b><u>DEADLINE FOR JUNE RUNOFF PROVISIONAL BALLOT DOCUMENTATION DUE</u></b> Registrar must receive all provisional voter certificates, voter registration forms and provisional numbered list of voters. O.C.G.A. § 21-2-419(b), SEB Rule 183-1-12-.18(10) <b>Date moved to the next business day due to state holiday</b></p>
<p>June 20, 2024 11:59 p.m.</p>	<p><b><u>MAY PRIMARY RECONCILIATION REPORT DUE</u></b> County reconciliation report aggregating the total number of voters who received credit and total number of ballots cast in each precinct and details. SEB Rule 183-1-12-.12(e).</p>
<p>June 21, 2024 5:00 p.m.</p>	<p><b><u>DEADLINE FOR RUNOFF PROVISIONAL VOTER TO PROVIDE DOCUMENTATION</u></b> O.C.G.A. § 21-2-419(c)(1)(2)(3)</p> <p><b><u>UOCAVA BALLOT RECEIPT DEADLINE</u></b> Eligible UOCAVA absentee ballots postmarked by election date and received within the three business days following the election deemed valid shall be counted. O.C.G.A. § 21-2-386(a)(1)(G)</p> <p><b><u>ABSENTEE BALLOT CURE DEADLINE</u></b> Last day for voters to cure timely submitted absentee ballots if they failed to sign the oath or information mismatch. O.C.G.A. § 21-2-386(a)(1)(C)</p>
<p>June 24, 2024 5:00 p.m.</p>	<p><b><u>DEADLINE FOR COUNTY CERTIFICATION OF RETURNS</u></b> Returns shall be certified by the superintendent. O.C.G.A. § 21-2-493(k)</p>
<p>June 24, 2024 9:00 am</p>	<p><b><u>FIRST DAY TO FILE NOMINATION PETITION-POLITICAL BODY/INDEPENDENT CANDIDATE</u></b> First day political body or independent candidate may file a nomination petition. O.C.G.A § 21-2-170. O.C.G.A. § 21-2-132(e)</p>
<p>June 26, 2024*</p>	<p><b><u>DEADLINE TO REQUEST A RECOUNT FOR JUNE RUNOFF</u></b> Last day to request a recount. O.C.G.A. § 21-2-495(c). <i>*A county may certify earlier than the legal requirement. Request deadline is within two business days after certification.</i></p>
<p>June 26, 2024 <i>through</i> June 27, 2024</p>	<p><b><u>CONDUCT RISK LIMITING AUDIT (IF REQUIRED)</u></b> Local election superintendents shall conduct risk-limiting audit on one federal or state-wide contests randomly selected by the Secretary of State during this period. O.C.G.A. § 21-2-498(b)(c)</p>
<p>July 2, 2024*</p>	<p><b><u>DEADLINE TO CONTEST ELECTION RESULTS</u></b> Last day to contest the results of a primary or election. O.C.G.A. § 21-2-524(a) <i>*A county may certify earlier than the legal requirement. The deadline to contest is within five calendar days of county certification. <b>Date moved to the next business day due to state holiday</b></i></p>



## 2024 STATE ELECTION COMPREHENSIVE CALENDAR

July 5, 2024	<p><b><u>STATE CERTIFICATION OF RETURNS</u></b> Last day for SOS to certify the votes cast for federal and statewide contests and questions.</p>
July 9, 2024 12:00 p.m.	<p><b><u>LAST DAY TO FILE NOMINATION PETITION-POLITICAL BODY/INDEPENDENT CANDIDATE</u></b> Last day a political body or independent candidate may file a nomination petition with the local filing officer or SOS, if federal or state office. O.C.G.A. §§ 21-2-170, O.C.G.A. 21-2-132(e)</p>
August 7, 2024	<p><b><u>LAST DAY TO CALL SPECIAL ELECTION IN CONJUNCTION WITH NOVEMBER GENERAL</u></b> Special elections held in conjunction with the General Election shall be called at least 90 days prior. O.C.G.A. § 21-2-540(b)</p>
August 9, 2024	<p><b><u>BALLOT SUBMISSION DEADLINE FOR NOVEMBER GENERAL ELECTION</u></b> Last day for local jurisdiction to provide information for November 5, 2024 General Election ballot.</p>
August 19, 2024	<p><b><u>EARLIEST DAY TO REQUEST ABSENTEE BALLOT FOR NOVEMBER GENERAL ELECTION</u></b> O.C.G.A. §§ 21-2-381(a)(1)(A); 21-2-381(a)(1)(G)</p>
September 3, 2024	<p><b><u>DEADLINE FOR WRITE-IN CANDIDATE TO FILE AND PUBLISH NOTICE OF INTENT</u></b> Last day for write-in candidate to file notice of intent and run publication. O.C.G.A. § 21-2-133(a) <b>Date moved to the next business day due to state holiday</b></p>
September 6, 2024	<p><b><u>DEADLINE FOR PRECINCT BOUNDARY CHANGES FOR NOVEMBER GENERAL ELECTION</u></b> No precinct changes shall not be made until after the election. O.C.G.A. § 21-2-261(c)</p>
September 9, 2024	<p><b><u>DEADLINE FOR WRITE-IN CANDIDATE TO FILE COPY OF NOTICE AND AFFIDAVIT</u></b> Last day to file affidavit of publication. O.C.G.A. § 21-2-133(b)</p>
September 16, 2024	<p><b><u>CERTIFICATION OF WRITE-IN CANDIDATES</u></b> SOS to certify and publish federal and state certified write-in candidates. O.C.G.A. § 21-2-133(e)</p> <p><b><u>EARLIEST DAY TO REQUEST AN ABSENTEE BALLOT FOR DECEMBER RUNOFF</u></b> The earliest day for voters to apply for absentee ballot. O.C.G.A. § 21-2-381(a)(1)(A).</p>
September 17, 2024*	<p><b><u>MAIL/TRANSMIT UOCAVA BALLOT FOR NOVEMBER GENERAL ELECTION</u></b> First day registrars shall mail/issue absentee ballot to eligible UOCAVA voters. O.C.G.A. § 21-2-384(a) <i>*Instant runoff ballots must also be included in UOCAVA ballot packet.</i></p>
September 21, 2024*	<p><b><u>MAIL/TRANSMIT UOCAVA BALLOT FOR NOVEMBER GENERAL ELECTION</u></b> Registrars shall mail/issue absentee ballots to UOCAVA voters with applications received through this day. Thereafter, timely received ballot requests must be mailed/transmitted within three days of receipt. O.C.G.A. § 21-2-384(a). <i>*Instant runoff ballots must also be included in UOCAVA ballot packet.</i></p>
September 23, 2024	<p><b><u>SAMPLE BALLOT FOR NOVEMBER GENERAL ELECTION EXHIBITION</u></b> At least 45 days prior, the superintendent shall post sample ballot. O.C.G.A. § 21-2-379.8(b)</p>
October 7, 2024	<p><b><u>MAIL ABSENTEE BALLOT FOR NOVEMBER GENERAL ELECTION</u></b> First day registrars shall mail/issue official absentee ballots. O.C.G.A. § 21-2-384(a)(2)</p>

## 2024 STATE ELECTION COMPREHENSIVE CALENDAR

October 7, 2024	<p><b><u>DEADLINE FOR VOTER REGISTRATION/CHANGE FOR NOVEMBER GENERAL</u></b>            Last day for an applicant to register and for an elector to change address prior to the primary, election, or runoff. O.C.G.A. §§ 2-2-224(a), 21-2-218</p>
October 12, 2024	<p><b><u>DEADLINE TO SUBMIT POLL WATCHER DESIGNATION LETTERS TO STATE/COUNTY</u></b>            Last date to submit poll watcher designation letter for Advance Voting. O.C.G.A. § 21-2-408  <b>Date moved to the next business day due to state holiday</b></p>
October 15, 2024	<p><b><u>FIRST DAY OF ADVANCE VOTING FOR NOVEMBER GENERAL ELECTION</u></b>            O.C.G.A. § 21-2-385(d)(1)  <b>Date moved to the next business day due to state holiday</b></p>
October 19, 2024 AND October 26, 2024	<p><b><u>MANDATORY SATURDAY VOTING FOR NOVEMBER GENERAL ELECTION</u></b>            Advance voting shall be held on the 2<sup>nd</sup> and 3<sup>rd</sup> Saturday prior to Election Day. Minimum hours of voting are 9:00 a.m. to 5:00 p.m., but no longer than 7:00 a.m. to 7:00 p.m.            O.C.G.A. § 21-2-385(d)(1)(B)</p>
October 20, 2024 and/or October 27, 2024	<p><b><u>OPTIONAL SUNDAY VOTING FOR NOVEMBER GENERAL ELECTION</u></b>            Advance voting may be held on the 2<sup>nd</sup> and 3<sup>rd</sup> Sunday prior to Election Day during hours determined by the Registrar, but no longer than 7:00 a.m. to 7:00 p.m.            O.C.G.A. § 21-2-385(d)(1)(B)</p>
October 25, 2024	<p><b><u>DEADLINE TO REQUEST ABSENTEE BALLOT FOR NOVEMBER GENERAL ELECTION</u></b>            Last day to request absentee by mail ballot. O.C.G.A. § 21-2-381(a)(1)(A)</p>
October 28, 2024	<p><b><u>DEADLINE TO PUBLISH LOGIC &amp; ACCURACY NOTICE FOR NOVEMBER GENERAL</u></b>            Public notice of Logic and Accuracy testing of the location(s), date, and time, where preparation and testing of the voting system for use in the primary or election should be posted at least five days prior to testing. O.C.G.A. § 21-2-379.25(c)</p>
October 29, 2024	<p><b><u>NOTICE OF INTENT TO PROCESS/TABULATE EARLY FOR NOVEMBER GENERAL ELECTION</u></b>            Last day to notify the Secretary of State in writing intent to process absentee ballots before 7:00 a.m. on Election Day, and last day to publish notice in legal organ the date, time, and location for tabulating absentee ballots prior to the close of the polls. O.C.G.A. § 21-2-386(A)(3)-(4)</p> <p><b><u>PUBLISHING OF CONSOLIDATION NOTICE FOR NOVEMBER GENERAL ELECTION</u></b>            Last day to post the time and place of computation and canvassing of the returns in a noticeable place in the superintendent's office. O.C.G.A. § 21-2-492</p>
October 31, 2024	<p><b><u>PREPARATION OF OFFICIAL ELECTORS LIST FOR NOVEMBER GENERAL ELECTION</u></b>            O.C.G.A. § 21-2- 224(f)</p>
November 1, 2024	<p><b><u>LAST DAY OF ADVANCE VOTING FOR NOVEMBER GENERAL ELECTION</u></b>            O.C.G.A. § 21-2-385(d)(1)</p>

## 2024 STATE ELECTION COMPREHENSIVE CALENDAR

November 2, 2024	<p><b><u>DEADLINE TO SUBMIT POLL WATCHER DESIGNATION LETTERS TO STATE/COUNTY</u></b> Last date to submit poll watcher designation letter for Election Day. O.C.G.A. § 21-2-408</p> <p><b><u>CONDUCT LOGIC &amp; ACCURACY TESTING FOR NOVEMBER GENERAL ELECTION</u></b> Last day to commence the testing of the poll pads, electronic ballot markers, printers, and ballot scanners. O.C.G.A. § 21-2-379.6(c) SEB Rule 183-1-12-.08</p>
November 4, 2024	<p><b><u>REGISTRATION DEADLINE FOR DECEMBER FEDERAL RUNOFF</u></b> Last day to register/change address for upcoming election. O.C.G.A. §§ 2-2-224(a), 21-2-218</p>
November 5, 2024 <b>ELECTION DAY</b>	<p><b><u>DATE OF GENERAL ELECTION</u></b> O.C.G.A. §§ 21-2-9, 21-2-540. Polls open from 7:00 a.m. to 7:00 p.m. O.C.G.A. § 21-2-403</p> <p><b><u>OFFICE OF REGISTRAR AND SUPERINTENDENT TO REMAIN OPEN</u></b> County election office(s) to remain open until completion of their duties. O.C.G.A. § 21-2-490</p> <p><b><u>BALLOT CAST REPORT DUE</u></b> Report due by 11:59 p.m. of total number of ballots cast, including provisional ballots, and absentee-by-mail ballots received by the close of polls to the registrar. O.C.G.A. § 21-2-421</p>
November 6, 2024 9:00 a.m.	<p><b><u>NOVEMBER GENERAL ELECTION PROVISIONAL BALLOT DOCUMENTATION DUE</u></b> Registrar must receive all provisional voter certificates, voter registration forms and provisional numbered list of voters. O.C.G.A. § 21-2-419(b), SEB Rule 183-1-12-.18(10)</p>
November 8, 2024 5:00 p.m.	<p><b><u>DEADLINE FOR NOVEMBER GENERAL PROVISIONAL VOTER DOCUMENTATION</u></b> O.C.G.A. § 21-2-419(c)(1)(2)(3)</p> <p><b><u>UOCAVA BALLOT RECEIPT DEADLINE</u></b> Eligible UOCAVA absentee ballots postmarked by election date and received within the three business days following the election deemed valid shall be counted. O.C.G.A. § 21-2-386(a)(1)(G)</p> <p><b><u>ABSENTEE BALLOT CURE DEADLINE</u></b> Last day for voters to cure timely submitted absentee ballots if they failed to sign the oath or information mismatch. O.C.G.A. § 21-2-386(a)(1)(C)</p>
November 12, 2024 5:00 p.m.	<p><b><u>DEADLINE FOR COUNTY CERTIFICATION OF RETURNS</u></b> Returns shall be certified by the superintendent. O.C.G.A. § 21-2-493(k) <b>Date moved to the following day due to state holiday</b></p>
November 14, 2024* 5:00 p.m.	<p><b><u>DEADLINE TO REQUEST A RECOUNT FOR NOVEMBER GENERAL ELECTION</u></b> Last day to request a recount. O.C.G.A. § 21-2-495(c). <i>*A county may certify earlier than the legal requirement. Request deadline is within two business days after certification.</i> <b>Date moved to the following day due to state holiday</b></p>
November 14, 2024 <i>through</i> November 15, 2024	<p><b><u>CONDUCT RISK LIMITING AUDIT FOR NOVEMBER GENERAL ELECTION</u></b> Local election superintendents shall conduct risk-limiting audit on one federal or state-wide contests randomly selected by the Secretary of State during this period. O.C.G.A. § 21-2-498(b)(c)</p>

## 2024 STATE ELECTION COMPREHENSIVE CALENDAR

November 22, 2024	<p><b><u>DEADLINE TO REQUEST ABSENTEE BALLOT FOR DECEMBER RUNOFF</u></b> Last day to request absentee by mail ballot. O.C.G.A. § 21-2-381(a)(1)(A)</p>
November 22, 2024	<p><b><u>STATE CERTIFICATION OF RETURNS</u></b> Last day for SOS to certify the votes cast for federal and statewide contests.</p>
November 25, 2024 <i>or prior to this date</i>	<p><b><u>DECEMBER RUNOFF ADVANCE VOTING</u></b> Advance voting should commence as soon as possible prior to a runoff but not later than the second Monday immediately prior to such runoff. O.C.G.A. § 21-2-385(d)(1)(B)</p> <p><b><u>DEADLINE TO PUBLISH LOGIC &amp; ACCURACY NOTICE FOR DECEMBER RUNOFF</u></b> Public notice of Logic and Accuracy testing of the location(s), date, and time, where preparation and testing of the voting system for use in the primary or election should be posted at least five days prior to testing. O.C.G.A. § 21-2-379.25(c)</p>
November 26, 2024	<p><b><u>NOTICE OF INTENT TO PROCESS/TABULATE EARLY DECEMBER RUNOFF</u></b> Last day to notify the SOS in writing intent to process absentee ballots early and last day to publish notice in legal organ for tabulating absentee ballots prior to the close of the polls. O.C.G.A. § 21-2-386(A)(3)-(4)</p> <p><b><u>PUBLISHING OF CONSOLIDATION NOTICE FOR DECEMBER RUNOFF</u></b> Last day to post computation and canvassing of the returns notice. O.C.G.A. § 21-2-492</p> <p><b><u>DEADLINE TO PUBLISH ADVANCE VOTING NOTICE FOR DECEMBER RUNOFF</u></b> O.C.G.A. § 21-2-385(d)(3)</p>
November 27, 2024	<p><b><u>LAST DAY OF ADVANCE VOTING FOR DECEMBER RUNOFF</u></b> O.C.G.A. § 21-2-385(d)(1). <b>Last day due to state holiday on November 28 - 29, 2024</b></p> <p><b><u>PREPARATION OF ELECTORS LIST FOR DECEMBER RUNOFF</u></b> O.C.G.A. § 21-2-224(f)</p>
November 30, 2024	<p><b><u>DEADLINE TO SUBMIT POLL WATCHER DESIGNATION LETTERS TO STATE/COUNTY</u></b> Last date to submit poll watcher designation letter for Election Day. O.C.G.A. § 21-2-408</p> <p><b><u>CONDUCT LOGIC &amp; ACCURACY TESTING FOR DECEMBER RUNOFF</u></b> Last day to begin voting equipment testing. O.C.G.A. § 21-2-379.6(c); SEB Rule 183-1-12-.08</p>
December 3, 2024 <b>ELECTION DAY</b>	<p><b><u>DATE OF GENERAL ELECTION RUNOFF</u></b> O.C.G.A. § 21-2-501(a)(1). Polls open 7:00 a.m. to 7:00 p.m. O.C.G.A. § 21-2-403</p> <p><b><u>OFFICE OF REGISTRAR AND SUPERINTENDENT TO REMAIN OPEN</u></b> County election office(s) to remain open until completion of their duties. O.C.G.A. § 21-2-490</p> <p><b><u>BALLOT CAST REPORT DUE</u></b> Report due by 11:59 p.m. of total number of ballots cast, including provisional ballots, and absentee-by-mail ballots received by the close of polls to the registrar. O.C.G.A. § 21-2-421</p>

## 2024 STATE ELECTION COMPREHENSIVE CALENDAR

December 4, 2024	<p><b><u>DECEMBER RUNOFF PROVISIONAL BALLOT DOCUMENTATION DUE TO REGISTRAR</u></b>  Registrar must receive all provisional voter certificates, voter registration forms and provisional numbered list of voters. O.C.G.A. § 21-2-419(b), SEB Rule 183-1-12-.18(10)</p>
December 5, 2024 11:59 p.m.	<p><b><u>NOVEMBER GENERAL RECONCILIATION REPORT DUE</u></b>  County reconciliation report aggregating the total number of voters who received credit and total number of ballots cast in each precinct and details. SEB Rule 183-1-12-.12(e).</p>
December 6, 2024 5:00 p.m.	<p><b><u>DEADLINE FOR DECEMBER RUNOFF PROVISIONAL VOTER DOCUMENTATION</u></b>  O.C.G.A. § 21-2-419(c)(1)(2)(3)</p> <p><b><u>UOCAVA BALLOT RECEIPT DEADLINE</u></b>  Eligible UOCAVA absentee ballots postmarked by election date and received within the three business days following the election deemed valid shall be counted. O.C.G.A. § 21-2-386(a)(1)(G)</p> <p><b><u>ABSENTEE BALLOT CURE DEADLINE</u></b>  Last day for voters to cure timely submitted absentee ballots if they failed to sign the oath or information mismatch. O.C.G.A. § 21-2-386(a)(1)(C)</p>
December 9, 2024 5:00 p.m.	<p><b><u>DEADLINE FOR COUNTY CERTIFICATION OF RETURNS</u></b>  Returns shall be certified by the superintendent. O.C.G.A. § 21-2-493(k)</p>
December 11, 2024*	<p><b><u>DEADLINE TO REQUEST A RECOUNT FOR DECEMBER RUNOFF</u></b>  Last day to request a recount. O.C.G.A. § 21-2-495(c). <i>*A county may certify earlier than the legal requirement. Request deadline is within two business days after certification.</i></p>
December 11, 2024 <i>through</i> December 12, 2024	<p><b><u>CONDUCT RISK LIMITING AUDIT (IF REQUIRED)</u></b>  Local election superintendents shall conduct risk-limiting audit on one federal or state-wide contests randomly selected by the Secretary of State during this period. O.C.G.A. § 21-2-498(b)(c)</p>
December 13, 2024*	<p><b><u>DEADLINE TO CONTEST ELECTION RESULTS</u></b>  Last day to contest the results of a primary or election. O.C.G.A. § 21-2-524(a)  <i>*The deadline to contest is within five calendar days of county certification.</i></p>
December 27, 2024	<p><b><u>STATE CERTIFICATION OF RETURNS</u></b>  Last day for State Elections Division to certify the votes cast for federal and statewide contests.</p>
January 2, 2025 11:59 p.m.	<p><b><u>DECEMBER RUNOFF RECONCILIATION REPORT DUE</u></b>  County reconciliation report aggregating the total number of voters who received credit and total number of ballots cast in each precinct and details. SEB Rule 183-1-12-.12(e).</p>
January 13, 2025	<p><b><u>ISSUANCE OF CERTIFICATES OF ELECTION AND COMMISSIONS</u></b>  The Secretary of State shall issue certificates pursuant to O.C.G.A. § 21-2-502.</p>

# 2024 STATE ELECTION COMPREHENSIVE CALENDAR

**VERSION HISTORY:**

File Name:	Rev. No.	Change Audit	Date
2024COMPCAL_SOS	0.0	Creation/Initial	12/6/2023
2024COMPCAL_SOS	0.1	Added April Runoff to schedule on page 1, modified header on pages, revised activity header on page 2, line 3.	12/7/2023
2024COMPCAL_SOS	0.2	Added 52 U.S.C § 20306 application submission provision	12/12/2023
2024COMPCAL_SOS	0.3	Added Candidate Qualifying Week banner on page 1, revised qualifying dates on page 3 to show start and end for Candidate Qualifying period.	12/29/2023
2024COMPCAL_SOS	0.4	Corrected typographical error on Page 10 – October 7, 2024 First day to mail absentee ballots for <u>May Primary</u> to <u>*November General Election*</u>	01/02/2024

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TO: \_\_\_\_\_  
Superintendent of Elections  
of \_\_\_\_\_ County/Municipality  
State of Georgia

**NOTICE OF CANDIDACY AND AFFIDAVIT  
(COUNTY/MUNICIPALITY)**

I, the undersigned, being first duly sworn on oath, do depose and say: my name is \_\_\_\_\_  
\_\_\_\_\_;

my residence address is \_\_\_\_\_  
(Street Number) (Street)  
\_\_\_\_\_  
(City) (County) (State) (Zip Code)

my post office address is \_\_\_\_\_;

my telephone number is \_\_\_\_\_  
(Business) (Home)

my profession, business, or occupation (if any ) is \_\_\_\_\_;

the name of my precinct is \_\_\_\_\_; I am an elector of the county/municipality of my  
residence eligible to vote in the election in which I am a candidate; the name of the office I am seeking is

\_\_\_\_\_  
(Circuit, District, or Post if Applicable); my date of birth is \_\_\_\_\_; as of the general election for this office,

I will have been a legal resident of the State of Georgia for \_\_\_\_\_ consecutive years; a legal resident of \_\_\_\_\_ county for  
\_\_\_\_\_ consecutive years; a legal resident of my district (if applicable) for \_\_\_\_\_ consecutive years; and  
a legal resident of my circuit (if applicable) for \_\_\_\_\_ consecutive years; I am a citizen of the United States;

I am eligible to hold such office; that I am a candidate for such office in the \_\_\_\_\_ to be held on the  
(Election)  
\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_;

I have never been convicted and sentenced in any court of competent jurisdiction for fraudulent violation of primary or election laws, malfeasance in office, or felony involving moral turpitude or conviction of domestic violence under the laws of this State, any other State, or of the United States, or, if so convicted that my civil rights have been restored; and at least ten years have elapsed from the date of completion of the sentence without subsequent conviction of another felony involving moral turpitude; I am not a defaulter for any federal, state, county, municipal, or school system taxes required of such officeholder or candidate if such person has been finally adjudicated by a court of competent jurisdiction to owe those taxes, but such ineligibility may be removed at any time by full payment thereof, or by making payments to the tax authority pursuant to a payment plan, or under such other conditions as the General Assembly may provide by general law (pursuant to Ga. Const. Art. II, Sec. II, paragraph III); I will not knowingly violate any provisions of the Georgia Election Code (O.C.G.A. § 21-2) or of the rules or regulations adopted thereunder.

I understand that any false statement knowingly made by me in this Notice of Candidacy and Affidavit will subject me to criminal penalties as provided by law and I hereby request you to cause my name to be placed on the ballots to be used in such election as a candidate for the office I am seeking.

\_\_\_\_\_  
(Signature of Candidate)

Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
(Notary Public)

My Commission Expires \_\_\_\_\_

(Required by Ga. Election Code O.C.G.A. § 21.2.132.)

I desire that my name appear on the ballot as follows  
(the surname of the candidate shall be as it appears  
on the candidate's voter registration card) :

Should I be elected, I desire that my name appear on official  
documents as follows:

\_\_\_\_\_  
(Please Print)

\_\_\_\_\_  
(Please Print)

(over)

Check only one

1.  I am running in a special election for a partisan office and my party affiliation is \_\_\_\_\_.

I am running as a nonpartisan candidate.

I am running as an independent candidate.

I am running to be the nominee of the \_\_\_\_\_ Party (Body) nominated by:

Convention;

Other (Specify method of nomination and statute and party rule governing and allowing such method of nomination):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2.  I am required to file the above Notice followed by a nomination petition containing at least \_\_\_\_\_ valid signatures due \_\_\_\_\_.

I am not required to submit a nomination petition pursuant to O.C.G.A. § 21-2-132, because I am:

Running as a nonpartisan candidate.

Running as an incumbent.

Running in a special election.

Running for a state-wide office nominated by a duly constituted political body convention.

3.  I hereby tender check/money order in the amount of \$ \_\_\_\_\_.

NAME OF BANK: \_\_\_\_\_

CHECK NUMBER: \_\_\_\_\_

In the event that a candidate pays his or her qualifying fee with a check that is subsequently returned for insufficient funds, the superintendent shall automatically find that such candidate has not met the qualifications for holding the office being sought, unless the bank, credit union, or other financial institution returning the check certifies in writing by an officer's or director's oath that the bank, credit union, or financial institution erred in returning the check as prescribed in O.C.G.A. § 21-2-6(d).

I hereby file a Pauper's Affidavit, accompanied by a qualifying petition as prescribed in O.C.G.A. § 21-2-132(g), in lieu of paying the qualifying fee.

**NOTE: CANDIDATES FOR THE FOLLOWING OFFICES MUST FILE AN ADDITIONAL AFFIDAVIT IN ACCORDANCE WITH THE LISTED CODE SECTION AND MAY HAVE OTHER REQUIREMENTS IN ORDER TO BE QUALIFIED TO SEEK OFFICE. CANDIDATES SHOULD REVIEW THE QUALIFICATIONS FOR THE OFFICE FOR WHICH THEY OFFER FOR ELECTION CAREFULLY.**

CLERK OF SUPERIOR COURT	O.C.G.A. § 15-6-50(b)(2)
JUDGE OF THE PROBATE COURT	O.C.G.A. § 15-9-2(a)(2)
SHERIFF	O.C.G.A. § 15-16-1(c)(2)
CORONER	O.C.G.A. § 45-16-1(b)(2)
TAX RECEIVER	O.C.G.A. § 48-5-210(b)(2)
TAX COLLECTOR	O.C.G.A. § 48-5-210(b)(2)
TAX COMMISSIONER	O.C.G.A. § 48-5-210(b)(2)



# CANDIDATE FORMS & DISCLOSURES



Georgia Government Transparency  
& Campaign Finance Commission

## KNOW THE LINGO

### DOI

Declaration of Intention  
to Accept Contributions

### RC

Registration Form for  
a Candidate's Campaign  
Committee

### COOSA

Choosing the Option of  
Separate Accounting

### PIN APP

Electronic Filing Access  
Code Application

### CCDR

Campaign Contribution  
Disclosure Statement

### FR&TS

Final Report &  
Termination Statement

### PFDS

Personal Financial  
Disclosure Statement

### TBD

Two Business  
Day Report

### Local Filing Officer

Individual a candidate for a  
county or municipal office files  
with. Usually the city clerk or  
elections superintendent.

## FORMS

### Declaration of Intention to Accept Campaign Contributions

*Reference: O.C.G.A. § 21-5-30(g)*

- Must be filed **PRIOR** to accepting contributions.
- A candidate's personal funds expended for their campaign, except for payment of a qualifying fee, are considered campaign contributions.
- A new form must be filed if there is a break in office or if accepting contributions for a different office.
- County and Municipal candidates file this form with their local filing officer. All other candidates file with the Commission.

### Registration Form for a Campaign Committee

*Reference: O.C.G.A. §§ 21-5-3(2); 21-5-30(b)*

- This form registers a candidate's campaign committee.
- A committee is required only if a candidate designates someone to file reports, accept money, or expend money on behalf of the campaign.
- A Chairperson and Treasurer are required to form a committee; however, they can be the same person and can be the candidate. If either position is vacant, the committee cannot accept contributions.
- The committee registration will remain in effect until the registration is canceled by the committee or the candidate.
- Filed with the Commission

### Choosing the Option of Separate Accounting

*Reference: O.C.G.A. §§ 21-5-43(a)(2); 21-5-30 (c)*

- Permits candidates to accept contributions for multiple elections within an election cycle. Thus, a candidate may accept contributions for the general election in an election cycle even if the primary election has not occurred.
- A candidate must designate what election the contribution is accepted for on the applicable CCDR.
- Contributions received for a future election cannot be expended until the current election has occurred.
- If a candidate does not qualify or participate in a future election in an election cycle, the contributions received for the future election must be returned to contributors pro-rata.
- Filed with the Commission

### Electronic Filing Access Code Application

*Reference: O.C.G.A. § 21-5-34.1(a)*

- Used for identification purposes for local and state candidates.
- Filed with the Commission.

# DISCLOSURES

## Campaign Contribution Disclosure Report

Reference: O.C.G.A. § 21-5-34

- A CCDR is a report filed by a candidate or campaign committee that discloses all contributions received and expenditures made during a reporting period.
- Six reports are due in an election year and two reports are due in a nonelection year. Filing Schedule is found at O.C.G.A. § 21-5-34(c).
- \$125 late fee is assessed when a report is filed late. However, there is a five-day grace period.
- Local candidates may be exempt from filing CCDRs if they file an Affidavit of Exemption and meet certain criteria.
- Candidates for any state or state-wide office must file electronically with the Commission and candidates for county and municipal offices file with their local filing officer.

## Final Report & Termination Statement

Reference: O.C.G.A. § 21-5-34 (m)

- A FR&TS is a statement submitted with the campaign's final CCDR.
- It is filed by all campaigns within 10 days of the dissolution of the campaign.
- The Statement must identify the termination date as well as the person responsible for maintaining campaign records as required by the Act.
- To qualify to file a FR&TS, the filer must have a zero net balance, zero debt, and not be seeking or holding the office.
- Candidates for any state or state-wide office must file electronically with the Commission and candidates for county and municipal offices file with their local filing officer.

## Personal Financial Disclosure Statement

Reference: O.C.G.A. § 21-5-50

- A PFDS is a statement filed by a candidate or public official in which the filer discloses information about financial activity for the preceding calendar year.
- A statement must be filed each year, even if information does not change.
- If running for a state-wide position additional information is required to be reported.
- No grace period and a \$125 late fee is assessed when a statement is filed after the due date.
- Candidates for any state or state-wide office must file electronically with the Commission and candidates for county and municipal offices file with their local filing officer.

## Two Business Day Report

Reference: O.C.G.A. § 21-5-34 (c)(2)(C)

- A TBD is a report used to report individual contributions (including loans) of \$1,000.00 or more received between the date of the last CCDR due prior to the date the election for which the candidate has qualified and the date of such election.
- These contributions must be reported within two business days of receipt.
- This contribution must also be reported on the next scheduled CCDR.
- Candidates for any state or state-wide office must file electronically with the Commission and candidates for county and municipal offices file with their local filing officer.
- No grace period and a \$125 late fee is assessed when a statement is filed after the due date.

Georgia Government Transparency & Campaign Finance Commission

200 Piedmont Ave. SE, Suite 1416-West Tower, Atlanta, GA 30334

Phone: 404 463 1980 Website: [www.ethics.ga.gov](http://www.ethics.ga.gov)



# About Form DOI (Declaration of Intent to Collect Campaign Contributions)

## Who files the DOI Form?

Anyone who is not already a public officer and who plans to run for public office **must file a Declaration of Intention to Accept Campaign Contributions BEFORE** accepting such contributions. If you are already a public officer and plan to run for re-election in the same office, you do not have to file a new DOI form. If you plan to run for a different office, however, you would have to file a DOI form

## When is the DOI Form Filed?

The DOI form **MUST BE FILED BEFORE THE CANDIDATE ACCEPTS CAMPAIGN CONTRIBUTIONS!**

## Where is the DOI Form Filed?

Local Level candidates file the current DOI form with their **Local Filing Officer (CITY)**

**More Information and Electronic Forms may be obtained at:**

<http://ethics.ga.gov/filer-information/forms/>



**Georgia Government Transparency & Campaign Finance Commission**  
 200 Piedmont Avenue S.E. | Suite 1416 - West Tower | Atlanta Georgia, 30334

**DECLARATION OF INTENTION TO ACCEPT CAMPAIGN CONTRIBUTIONS (FORM DOI) – COUNTY/MUNICIPAL LEVEL FILERS**

INCOMPLETE FORMS WILL NOT BE PROCESSED • If form is handwritten, it must be legible.

**1** Today's Date: \_\_\_\_\_

**2** Candidate (full name): \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City, State, Zip: \_\_\_\_\_  
 Telephone (optional): \_\_\_\_\_ Email: \_\_\_\_\_

<b>3</b>	Name County/City: _____	Party Affiliation (optional): <input type="checkbox"/> Democrat <input type="checkbox"/> Non-Partisan <input type="checkbox"/> Republican <input type="checkbox"/> Other
	Name of Office Sought or Held: _____ (include office, district, post, or judicial seat)	

**4** Next Election Year: \_\_\_\_\_

**Complete sections 5 and 6 ONLY if you have a campaign committee.  
 This information does not register a campaign committee. (Please use Form RC to register.)**

**5** Campaign Committee Chairperson (full name): \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City, State, Zip: \_\_\_\_\_  
 Email : \_\_\_\_\_

**6** Treasurer (full name): \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City, State, Zip: \_\_\_\_\_  
 Email : \_\_\_\_\_

I CERTIFY THAT THIS STATEMENT IS COMPLETE, TRUE AND ACCURATE.

\_\_\_\_\_  
 Signature of Candidate

\_\_\_\_\_  
 Date



## **CAMPAIGN COMMITTEES**

### **About Form RC (Registration of a Candidate Committee)**

The Form RC must be filed with the Commission by every candidate who forms a campaign committee in order to accept contributions, make expenditures, or maintain the candidate's records and reports. **The Form RC must be filed with the Commission (Not the City Clerk)** prior to accepting campaign contributions.

### **Who Files Form RC**

This form is an optional form, used by a Candidate to register his/her campaign committee

### **When to file Form RC?**

If a candidate forms a campaign committee, the candidate must register the committee with the State Ethics Commission prior to accepting any contributions through or in the name of the committee. No contributions may be accepted at any time there is a vacancy in either the position of chairman or treasurer. One person may serve as both chairperson and treasurer. The candidate may serve as the chairperson and treasurer. No candidate may have more than one committee.

### **Why file Form RC?**

Candidates are not required to have a campaign committee. Having a campaign committee can assist a candidate in the campaign process.

**RC FORM CAN BE FOUND ELECTRONICALLY AT:**

<http://ethics.ga.gov/filer-information/forms/>



**Georgia Government Transparency & Campaign Finance Commission**  
 200 Piedmont Avenue S.E. | Suite 1416 - West Tower | Atlanta Georgia, 30334

**REGISTRATION FORM FOR A CANDIDATE CAMPAIGN COMMITTEE (FORM RC) –  
 COUNTY/MUNICIPAL LEVEL FILERS**

Any substantive changes to the registration information of a committee must be updated within 7 business days  
**INCOMPLETE FORMS WILL NOT BE PROCESSED • If form is handwritten, it must be legible.**

**ALL LOCAL LEVEL CANDIDATES & ELECTED OFFICIALS: File this form directly with the Campaign Finance Commission via mail or hand-delivery**

<b>1</b>	Today's Date: _____	Select Form Type: <input type="checkbox"/> Original <input type="checkbox"/> Amended
<b>2</b>	Committee (Full Name): _____  Address: _____  _____  City, State, Zip: _____  Telephone Number (optional): _____ Email: _____	
<b>3</b>	Campaign Committee Chairperson (full name): _____  Address: _____  _____  City, State, Zip: _____ Email : _____	
<b>4</b>	Treasurer (full name): _____  Address: _____  _____  City, State, Zip: _____ Email : _____	
<b>5</b>	Candidate (full name): _____  Address: _____  _____  City, State, Zip: _____ Email : _____	
<b>6</b>	Name County/City: _____  Name of Office Sought or Held: _____ (include office, district, post, or judicial seat)	Party Affiliation (optional):  <input type="checkbox"/> Democrat <input type="checkbox"/> Non Partisan <input type="checkbox"/> Republican <input type="checkbox"/> Other

I CERTIFY THAT THIS STATEMENT IS COMPLETE, TRUE AND ACCURATE.

\_\_\_\_\_  
 Signature of Person Registering Committee

\_\_\_\_\_  
 Date

# AFFIDAVIT OF EXEMPTION (O.C.G.A. § 21-5-34(d.1))



Georgia Government Transparency  
& Campaign Finance Commission

## WHAT IS THE AFFIDAVIT OF EXEMPTION?

The Affidavit of Exemption is a written, sworn statement completed by a candidate or public officer if they do not plan to accept more than \$2,500 in contributions or expend more than \$2,500 in expenditures during an election cycle. Filing the Affidavit exempts the candidate or public officer from Campaign Contribution Disclosure Report (CCDR) filing requirements.

## WHERE IS AN AFFIDAVIT OF EXEMPTION FILED?

An Affidavit of Exemption is filed with the candidate's or public officer's local filing officer. Generally, the local filing officer for municipal candidates and public officers is the city clerk of the municipality in which the candidate is seeking office or in which the public officer holds office and the local filing officer for county candidates and public officers is the elections superintendent for the county in which the candidate is seeking office or in which the public officer holds office.

## WHEN CAN THE AFFIDAVIT OF EXEMPTION BE FILED?

The Affidavit of Exemption may be filed at any time during an election cycle. However, best practice is for a candidate or public officer to file an Affidavit at the beginning of each election cycle, immediately after qualifying for office, or immediately after filing a Declaration of Intention to Accept Campaign Contributions (DOI). If a candidate files an Affidavit after CCDRs become due, the candidate is responsible for filing all CCDRs due prior to filing the Affidavit.

## WHEN DOES THE AFFIDAVIT OF EXEMPTION EXPIRE?

The Affidavit of Exemption is good for one election cycle. After an election cycle concludes, a public officer will need to file a new Affidavit to be exempt from CCDR filing requirements in the new election cycle.

## WHO MAY FILE THE AFFIDAVIT OF EXEMPTION?

Candidates for county or municipal offices or public officers currently holding a county or municipal office who do not intend to accept more than \$2,500 in contributions or expend more than \$2,500 in expenditures during an election cycle.

### **Q: What if a candidate or public officer who has filed the Affidavit of Exemption expends more than \$2,500 or accepts more than \$2,500 in contributions during the election cycle?**

A: If a candidate or public officer exceeds the \$2,500 limit but does not exceed \$5,000 in contributions and expenditures, then they must file a June 30<sup>th</sup> CCDR and December 31<sup>st</sup> CCDR in the election year. If the candidate or public officer exceeds \$5,000 in contributions and expenditures, then they must file all CCDRs due in an election year as prescribed by O.C.G.A. § 21-5-34(c)(2).

### **Q: What if a candidate or public official does not file an Affidavit of Exemption?**

A: If a candidate or public officer does not file an Affidavit of Exemption, then they must file CCDRs in accordance with the filing schedule found at O.C.G.A. § 21-5-34(c).

STATE OF GEORGIA

Georgia Government Transparency and Campaign Finance Commission
200 Piedmont Ave SE, Suite 1402-West Tower, Atlanta, GA 30334

AFFIDAVIT OF A CANDIDATE'S INTENT NOT TO EXCEED \$2,500 IN CONTRIBUTIONS AND/OR EXPENDITURES

Per O.C.G.A. §21-5-34(d)(d.1)(1),

\_\_\_\_\_ is a candidate for /public officer of
(Full Name of Candidate)

\_\_\_\_\_ in \_\_\_\_\_
(Office Sought/or Held) (City or County)

By submitting this form I am affirming that I, the above named candidate, do not intend to accept during this election cycle\* a combined total of contributions exceeding \$2,500.00 for the campaign nor make a combined total of expenditures exceeding \$2,500. If the above named candidate does not exceed \$2,500.00 in contributions or expenditures then the candidate SHALL not have to file a report under O.C.G.A. §21-5-34 (c).

I understand that if I, the above named candidate, exceed the \$2,500 limit for either accepting contributions or making expenditures for such campaign during the election cycle, but do not accept a combined total of contributions exceeding \$5,000.00 or make expenditures exceeding \$5,000.00 then I, the above named candidate, SHALL be required to file only the June 30 and December 31 reports required by O.C.G.A. §21-5-34 (c) (2). The first of such reports shall include all contributions received and expenditures made beginning January 1 of such calendar year.

Furthermore, I understand that if I, the above named candidate accepts a combined total of contributions exceeding \$5,000.00 or makes expenditures exceeding \$5,000.00 for such campaign during any such election cycle, then such candidate or campaign committee chairperson or treasurer shall thereupon be subject to the reporting requirements of this Code section the same as if the written notice authorized by this subsection had not been filed.

\*"Election cycle" means the period from the day following the date of an election or appointment of a person to elective public office through and including the date of the next such election of a person to the same public office and shall be construed and applied separately for each elective office.

State of Georgia County of \_\_\_\_\_

I, the undersigned, being duly sworn, do swear or affirm, certify and say that this affidavit and the information hereinabove is true, complete and correct to the best of my knowledge and belief.

Sworn to and subscribed before me on \_\_\_\_\_, \_\_\_\_\_

Signature of Notary Public

Signature of Candidate/Chairman/Treasurer filing Affidavit

My Commission expires on \_\_\_\_\_, \_\_\_\_\_

Notary Seal





## Form CCDR

A Campaign Contribution Disclosure Report (CCDR) is a report filed with the Commission by a candidate, committee or public officer which details all expenditures made and all contributions received by the candidate or the campaign committee.

Municipal Candidates must submit their Campaign Contribution Disclosure Report (CCDR) by the filing deadline with **the City Filing Officer/Elections Superintendent.**

## Campaign Contribution Disclosure Report

# Georgia Government Transparency and Campaign Finance Commission

200 Piedmont Avenue S.E. | Suite 1416 West Tower | Atlanta, GA 30334 | 404-463-1980 | [www.ethics.ga.gov](http://www.ethics.ga.gov)

<p><b>1. Report Type</b> <small>(Select One)</small></p> <p><input type="checkbox"/> Original</p> <p><input type="checkbox"/> Amendment</p> <p>Amendment # _____</p>	<p><b>2. Filing is being made on behalf of (Select One):</b></p> <p><b>Candidate or Public Official</b> Office Held or Sought _____ <small>(Include county, municipality, district, post or judicial seat)</small></p> <p>Filer ID _____ <small>(Filer ID that begins with the letter "C")</small></p> <p><b>Organization or Person Other than Candidate's Campaign Committee</b> Committee Name: _____</p> <p>Filer ID: _____ <small>(Filer ID that begins with the letter "NC")</small></p>	<p>Use Earlier of Post Mark or Hand-Delivered Date</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>
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**3. Identifying and Contact Information**

(1) \_\_\_\_\_ (2) \_\_\_\_\_  
*Full Name of Candidate or Other Than Candidate Campaign Committee Name Today's Date*

(3) \_\_\_\_\_  
*Mailing Address City State Zip Code*

(4) \_\_\_\_\_ and/ or \_\_\_\_\_  
*Primary Contact Phone Number E-Mail*

(5) If a Candidate or Public Official is there a campaign committee (one or more persons) to make campaign transactions, keep financial records of the campaign or file the reports?  Yes  No

(6) If yes, is the committee registered with the Commission?  Yes  No

(7) If yes, complete the following: \_\_\_\_\_  
*Name of Committee Chairperson Name of Committee Treasurer*

**4. Period for which you are Reporting**

**You Must Check Only One Box**

My Non-Election Year	My Election Year	Run-Offs <small>(Report required only if you are in a Run-Off Election)</small>	Special Election
<input type="checkbox"/> June 30, _____ (year) <input type="checkbox"/> December 31, _____ (year)	<input type="checkbox"/> January 31, _____ (year) <input type="checkbox"/> April 30, _____ (year) <input type="checkbox"/> June 30, _____ (year) <input type="checkbox"/> September 30, _____ (year) <input type="checkbox"/> October 25, _____ (year) <input type="checkbox"/> Dec. 31, _____ (year)	<input type="checkbox"/> 6 days before Primary Run-Off _____ (year) <input type="checkbox"/> 6 days before General Run-Off _____ (year) <input type="checkbox"/> 6 days before Special Primary Run-Off _____ (year) <input type="checkbox"/> 6 days before Special Run-Off _____ (year)	<input type="checkbox"/> 15 days before Special Primary, _____ (year) <input type="checkbox"/> 15 days before Special, _____ (year) <input type="checkbox"/> Dec. 31, _____ (year)
<p><b>Supplemental Reporting</b></p> <input type="checkbox"/> June 30, _____ (year) <input type="checkbox"/> December 31, _____ (year) <p><small>*Supplemental reports are required of candidates who have unsuccessfully campaigned for office or have resigned from office. See O.C.G.A. § 21-5-34i</small></p>			

State of \_\_\_\_\_ County of \_\_\_\_\_

I, \_\_\_\_\_, being duly sworn (affirm), depose and say that the information in this report form is complete, true, and correct. Further, I affirm that the contents in this report are the same as the contents in the electronic filing submitted, if also electronically filed.

Sworn to and subscribed before me on \_\_\_\_\_, 20\_\_\_\_\_

\_\_\_\_\_  
*Signature of Notary Public*

\_\_\_\_\_  
*Commission Expiration*

\_\_\_\_\_  
*a. Signature of Candidate*

\_\_\_\_\_  
*b. Organization/Chairperson/Treasurer*

**State of Georgia**  
**Campaign Contribution Disclosure Report**  
**Summary Report**

**CONTRIBUTIONS RECEIVED**

1	I have no contributions to report. I have the following contributions, including Common Source, to report:	In-Kind Estimated Value	Cash Amount
2	A. If this is the first time to file a disclosure report for the current office sought, ENTER 0 in both columns (one time only); or B. If this is the first report of this Election Cycle*, ENTER 0 in the in-kind column and list any net balance on hand brought forward from the previous election cycle in the cash amount column (Line 15 of previous report, or total funds left over at year end of previous cycle); or C. If this filing is the second or subsequent filing of this Election Cycle, list totals from Line 6 of previous report in both the in-kind and cash amount columns.		
3	Total amount of all itemized contributions received in this reporting period which is listed on the "Itemized Contributions" page.		
3a	All loans received this reporting period.		
3b	Interest earned on campaign account this reporting period.		
3c	Total amount of investments sold this reporting period.		
3d	Total amount of cash dividends and interest paid out this reporting period.		
4	Total amount of all separate contributions of \$100 or less received in this reporting period and not listed on the "Itemized Contributions" page. "Common Source" contributions must be aggregated on the "Itemized Contributions" page.		
5	Total contributions reported this period. (Line 3 + 3a + 3b + 3c + 3d + 4)		
6	Total contributions to date. Total to be carried forward to next report of this election cycle*. (Line 2 + 5)		

**EXPENDITURES MADE**

7	I have no expenditures to report. I have the following expenditures to report:		
8	Total expenditures made and reported prior to this reporting period. If this is the A. First report of this Election Cycle*, ENTER 0. B. Second or subsequent filing ENTER Line 12 of previous report.		
9	Total amount of all itemized expenditures made in this reporting period which are listed on the "Itemized Expenditures" page.		
10	Total amount of all separate expenditures of \$100.00 or less that were made in this reporting period and not listed on the "Itemized Expenditures" page		
11	Total expenditures reported this period. (Line 9 + 10)		
12	Total expenditures to date. Total to be carried forward to next report of this election cycle*. (Line 8 + 11)		

**INVESTMENTS**

13	Total value of investments held at the beginning of this reporting period.		
14	Total value of investments held at the end of this reporting period.		

**TOTAL NET BALANCE ON HAND**

15	Net balance on hand. (Line 6 - 12 + 14)		
----	--------------------------------------------	--	--

\* O.C.G.A. 21-5-3(10) : Election cycle means the period from the day following the date of an election or appointment of a person to elective public office through and of the next such election of a person to the same public office and shall be construed and applied separately for each elective office including the date.

CFC-CCDR 10/19

**State of Georgia**  
**Campaign Contribution Disclosure Report**  
**Outstanding Indebtness**

Election Cycle*: _____ Election Year: _____		<u>Amount</u>
1	Outstanding indebtedness at the beginning of this reporting period.	
2	Loans received this reporting period.	
3	Deferred payment of expenses this reporting period	
4	Payments made on loans this reporting period.	
5	Credits received on loans this reporting period	
6	Payments this reporting period on previously deferred expenses.	
7	Total indebtedness at the close of this reporting period. (Line 1 + 2 + 3 - 4 - 5 - 6)	
Election Cycle*: _____ Election Year: _____		<u>Amount</u>
1	Outstanding indebtedness at the beginning of this reporting period.	
2	Loans received this reporting period.	
3	Deferred payment of expenses this reporting period	
4	Payments made on loans this reporting period.	
5	Credits received on loans this reporting period	
6	Payments this reporting period on previously deferred expenses.	
7	Total indebtedness at the close of this reporting period. (Line 1 + 2 + 3 - 4 - 5 - 6)	
Election Cycle*: _____ Election Year: _____		<u>Amount</u>
1	Outstanding indebtedness at the beginning of this reporting period.	
2	Loans received this reporting period.	
3	Deferred payment of expenses this reporting period	
4	Payments made on loans this reporting period.	
5	Credits received on loans this reporting period	
6	Payments this reporting period on previously deferred expenses.	
7	Total indebtedness at the close of this reporting period. (Line 1 + 2 + 3 - 4 - 5 - 6)	

\* Election Cycle (Primary, General, Special, Special Primary, Run-Off Primary, Run-Off General, Run-Off Special, Run-Off Special Primary)

Public Officer/Candidate/Other Than Candidate Committee Name

## State of Georgia Campaign Contribution Disclosure Report Itemized Contributions

Must list contributions received by a single contributor for which the aggregate total more than \$100.00.  
Note: Loans are no longer reported in "Itemized Contributions" section. See Loan Reporting section below.

Full Name of Contributor Mailing Address (Affiliation of Committee if any)	Contributor		Election Cycle**	Cash Amount	In-Kind Contributions
	Received Date	Occupation & Employer			Estimated Value
					Description
First Name or Business Name	Date	Occupation	<input type="checkbox"/> Primary <input type="checkbox"/> General <input type="checkbox"/> Special <input type="checkbox"/> Special Primary <input type="checkbox"/> Run-Off Primary <input type="checkbox"/> Run-Off General <input type="checkbox"/> Run-Off Special	Cash Amt.	Est. Value
Last Name					
Address					
Address2	<input type="checkbox"/> Monetary	Employer		<input type="checkbox"/> Run-Off Special Primary	
City	<input type="checkbox"/> In-Kind				
State	<input type="checkbox"/> Common Source				
Zip	<input type="checkbox"/> Credit Received on Loan				
Aff. Comm.					
First Name or Business Name	Date	Occupation	<input type="checkbox"/> Primary <input type="checkbox"/> General <input type="checkbox"/> Special <input type="checkbox"/> Special Primary <input type="checkbox"/> Run-Off Primary <input type="checkbox"/> Run-Off General <input type="checkbox"/> Run-Off Special	Cash Amt.	Est. Value
Last Name					
Address					
Address2	<input type="checkbox"/> Monetary	Employer		<input type="checkbox"/> Run-Off Special Primary	
City	<input type="checkbox"/> In-Kind				
State	<input type="checkbox"/> Common Source				
Zip	<input type="checkbox"/> Credit Received on Loan				
Aff. Comm.					
First Name or Business Name	Date	Occupation	<input type="checkbox"/> Primary <input type="checkbox"/> General <input type="checkbox"/> Special <input type="checkbox"/> Special Primary <input type="checkbox"/> Run-Off Primary <input type="checkbox"/> Run-Off General <input type="checkbox"/> Run-Off Special	Cash Amt.	Est. Value
Last Name					
Address					
Address2	<input type="checkbox"/> Monetary	Employer		<input type="checkbox"/> Run-Off Special Primary	
City	<input type="checkbox"/> In-Kind				
State	<input type="checkbox"/> Common Source				
Zip	<input type="checkbox"/> Credit Received on Loan				
Aff. Comm.					

Itemized Contributions Page Total \$ \_\_\_\_\_ \$ \_\_\_\_\_

CFC-CCDR 10/19

First Name or Business Name		Date	Occupation	<input type="checkbox"/> Primary <input type="checkbox"/> General <input type="checkbox"/> Special <input type="checkbox"/> Special Primary <input type="checkbox"/> Run-Off Primary <input type="checkbox"/> Run-Off General <input type="checkbox"/> Run-Off Special <input type="checkbox"/> Run-Off Special Primary	Cash Amt.	Est. Value
Last Name						
Address						
Address2		<input type="checkbox"/> Monetary	Employer			Description
City		<input type="checkbox"/> In-Kind				
State	Zip	<input type="checkbox"/> Common Source				
Aff. Comm.		<input type="checkbox"/> Credit Received on Loan				
First Name or Business Name		Date	Occupation	<input type="checkbox"/> Primary <input type="checkbox"/> General <input type="checkbox"/> Special <input type="checkbox"/> Special Primary <input type="checkbox"/> Run-Off Primary <input type="checkbox"/> Run-Off General <input type="checkbox"/> Run-Off Special <input type="checkbox"/> Run-Off Special Primary	Cash Amt.	Est. Value
Last Name						
Address						
Address2		<input type="checkbox"/> Monetary	Employer			Description
City		<input type="checkbox"/> In-Kind				
State	Zip	<input type="checkbox"/> Common Source				
Aff. Comm.		<input type="checkbox"/> Credit Received on Loan				
First Name or Business Name		Date	Occupation	<input type="checkbox"/> Primary <input type="checkbox"/> General <input type="checkbox"/> Special <input type="checkbox"/> Special Primary <input type="checkbox"/> Run-Off Primary <input type="checkbox"/> Run-Off General <input type="checkbox"/> Run-Off Special <input type="checkbox"/> Run-Off Special Primary	Cash Amt.	Est. Value
Last Name						
Address						
Address2		<input type="checkbox"/> Monetary	Employer			Description
City		<input type="checkbox"/> In-Kind				
State	Zip	<input type="checkbox"/> Common Source				
Aff. Comm.		<input type="checkbox"/> Credit Received on Loan				
First Name or Business Name		Date	Occupation	<input type="checkbox"/> Primary <input type="checkbox"/> General <input type="checkbox"/> Special <input type="checkbox"/> Special Primary <input type="checkbox"/> Run-Off Primary <input type="checkbox"/> Run-Off General <input type="checkbox"/> Run-Off Special <input type="checkbox"/> Run-Off Special Primary	Cash Amt.	Est. Value
Last Name						
Address						
Address2		<input type="checkbox"/> Monetary	Employer			Description
City		<input type="checkbox"/> In-Kind				
State	Zip	<input type="checkbox"/> Common Source				
Aff. Comm.		<input type="checkbox"/> Credit Received on Loan				
First Name or Business Name		Date	Occupation	<input type="checkbox"/> Primary <input type="checkbox"/> General <input type="checkbox"/> Special <input type="checkbox"/> Special Primary <input type="checkbox"/> Run-Off Primary <input type="checkbox"/> Run-Off General <input type="checkbox"/> Run-Off Special <input type="checkbox"/> Run-Off Special Primary	Cash Amt.	Est. Value
Last Name						
Address						
Address2		<input type="checkbox"/> Monetary	Employer			Description
City		<input type="checkbox"/> In-Kind				
State	Zip	<input type="checkbox"/> Common Source				
Aff. Comm.		<input type="checkbox"/> Credit Received on Loan				
Itemized Contributions Page Total \$ _____ \$ _____						

\* Contribution Type (Monetary, In-Kind, Common Source, Credit Received on Loan)

\*\* Election Cycle (Primary, General, Special, Special Primary, Run-Off Primary, Run-Off General, Run-Off Special, Run-Off Special Primary)

\*\*\* If any such person(s) shall have a fiduciary relationship to the lending institution or party making the advance or extension of credit

### Loan Reporting

Name of Lender & Mailing Address	1. Date of Loan 2. Amount of Loan 3. Election Cycle**	Person(s) responsible for repayment of loan & Mailing Address	1. Occupation & 2. Place of Employment 3. Fiduciary Relationship***
Lender Name (First Name, Business, Inst.)	1.	First Name	1.
Lender Last Name	2.	Last Name	2.
Address	3. <input type="checkbox"/> Primary <input type="checkbox"/> General <input type="checkbox"/> Special <input type="checkbox"/> Special Primary <input type="checkbox"/> Run-Off Primary <input type="checkbox"/> Run-Off General <input type="checkbox"/> Run-Off Special <input type="checkbox"/> Run-Off Special Primary	Address	<input type="checkbox"/> Public Officer  <input type="checkbox"/> Candidate  <input type="checkbox"/> Other Than Candidate Committee Name
Address2		Address2	
City		City	
State      Zip		State      Zip	
Lender Name (First Name, Business, Inst.)	1.	First Name	1.
Lender Last Name	2.	Last Name	2.
Address	3. <input type="checkbox"/> Primary <input type="checkbox"/> General <input type="checkbox"/> Special <input type="checkbox"/> Special Primary <input type="checkbox"/> Run-Off Primary <input type="checkbox"/> Run-Off General <input type="checkbox"/> Run-Off Special <input type="checkbox"/> Run-Off Special Primary	Address	<input type="checkbox"/> Public Officer  <input type="checkbox"/> Candidate  <input type="checkbox"/> Other Than Candidate Committee Name
Address2		Address2	
City		City	
State      Zip		State      Zip	
Reference: OCGA § 21-5-34(b)(1)		Loan Page Total    \$ _____	

\* Contribution Type (Monetary, In-Kind, Common Source, Credit Received on Loan)

\*\* Election Cycle (Primary, General, Special, Special Primary, Run-Off Primary, Run-Off General, Run-Off Special, Run-Off Special Primary)

\*\*\* If any such person(s) shall have a fiduciary relationship to the lending institution or party making the advance or extension of credit

## State of Georgia Campaign Contribution Disclosure Report Itemized Expenditures

Must list expenditures made to a single recipient for which the aggregate total more than \$100.00.

List Name and Mailing Address of Recipient		Exp. Date Exp. Type*	Occupation & Employer	Expenditure Purpose	Amount Paid
First Name		Date	Occupation		
Last Name					
Address		<input type="checkbox"/> Expenditure In-Kind <input type="checkbox"/> Loan Repayment <input type="checkbox"/> Refund <input type="checkbox"/> Reimbursement <input type="checkbox"/> Credit Card <input type="checkbox"/> 3rd Party <input type="checkbox"/> Deferred Payment <input type="checkbox"/> Payment on Deferred Expense <input type="checkbox"/> Investment	Employer		
Address2					
City					
State	Zip				
First Name		Date	Occupation		
Last Name					
Address		<input type="checkbox"/> Expenditure In-Kind <input type="checkbox"/> Loan Repayment <input type="checkbox"/> Refund <input type="checkbox"/> Reimbursement <input type="checkbox"/> Credit Card <input type="checkbox"/> 3rd Party <input type="checkbox"/> Deferred Payment <input type="checkbox"/> Payment on Deferred Expense <input type="checkbox"/> Investment	Employer		
Address2					
City					
State	Zip				
First Name		Date	Occupation		
Last Name					
Address		<input type="checkbox"/> Expenditure In-Kind <input type="checkbox"/> Loan Repayment <input type="checkbox"/> Refund <input type="checkbox"/> Reimbursement <input type="checkbox"/> Credit Card <input type="checkbox"/> 3rd Party <input type="checkbox"/> Deferred Payment <input type="checkbox"/> Payment on Deferred Expense <input type="checkbox"/> Investment	Employer		
Address2					
City					
State	Zip				

Page Total \$ \_\_\_\_\_

\* Expenditure Type (Expenditure, In-Kind, Loan Repayment, Refund, Reimbursement, Credit Card, 3rd Party, Deferred Payment on Deferred Expense, Investment)  
Public Officer/Candidate/Other Than Candidate Committee Name



CFC-CCDR 10/19

List Name and Mailing Address of Recipient		Exp. Date Exp. Type*	Occupation & Employer	Expenditure Purpose	Amount Paid
First Name		Date	Occupation		
Last Name					
Address		<input type="checkbox"/> Expenditure <input type="checkbox"/> In-Kind <input type="checkbox"/> Loan Repayment <input type="checkbox"/> Refund <input type="checkbox"/> Reimbursement <input type="checkbox"/> Credit Card <input type="checkbox"/> 3rd Party <input type="checkbox"/> Deferred Payment <input type="checkbox"/> Payment on Deferred Expense <input type="checkbox"/> Investment	Employer		
Address2					
City					
State	Zip				
First Name		Date	Occupation		
Last Name					
Address		<input type="checkbox"/> Expenditure <input type="checkbox"/> In-Kind <input type="checkbox"/> Loan Repayment <input type="checkbox"/> Refund <input type="checkbox"/> Reimbursement <input type="checkbox"/> Credit Card <input type="checkbox"/> 3rd Party <input type="checkbox"/> Deferred Payment <input type="checkbox"/> Payment on Deferred Expense <input type="checkbox"/> Investment	Employer		
Address2					
City					
State	Zip				
First Name		Date	Occupation		
Last Name					
Address		<input type="checkbox"/> Expenditure <input type="checkbox"/> In-Kind <input type="checkbox"/> Loan Repayment <input type="checkbox"/> Refund <input type="checkbox"/> Reimbursement <input type="checkbox"/> Credit Card <input type="checkbox"/> 3rd Party <input type="checkbox"/> Deferred Payment <input type="checkbox"/> Payment on Deferred Expense <input type="checkbox"/> Investment	Employer		
Address2					
City					
State	Zip				
First Name		Date	Occupation		
Last Name					
Address		<input type="checkbox"/> Expenditure <input type="checkbox"/> In-Kind <input type="checkbox"/> Loan Repayment <input type="checkbox"/> Refund <input type="checkbox"/> Reimbursement <input type="checkbox"/> Credit Card <input type="checkbox"/> 3rd Party <input type="checkbox"/> Deferred Payment <input type="checkbox"/> Payment on Deferred Expense <input type="checkbox"/> Investment	Employer		
Address2					
City					
State	Zip				

\* Expenditure Type (Expenditure, In-Kind, Loan Repayment, Refund, Reimbursement, Credit Card, 3rd Party, Deferred Payment on Deferred Expense, Investment)Public Officer/Candidate/Other Than Candidate Committee Name **Page Total \$** \_\_\_\_\_

**State of Georgia**  
**Campaign Contribution Disclosure Report**  
**Investments Statement**

1. Investment Name	Account #
Institution/Person Holding Account _____  Mailing Address _____  Address2 _____  City _____ State _____ Zip _____	Value at beginning of reporting period \$
	Value at end of reporting period \$
	Difference in value \$
	Interest Paid Out \$
	Cash Dividends \$

## Investment Transactions

Date	Person(s) Involved in Transaction	Value of investment purchased	Value of investment sold	Profit	Loss

2. Investment Name	Account #
Institution/Person Holding Account _____  Mailing Address _____  Address2 _____  City _____ State _____ Zip _____	Value at beginning of reporting period \$
	Value at end of reporting period \$
	Difference in value \$
	Interest Paid Out \$
	Cash Dividends \$

## Investment Transactions

Date	Person(s) Involved in Transaction	Value of investment purchased	Value of investment sold	Profit	Loss

<u>Total value of investments at beginning of reporting period \$</u>  <u>Total value of investments at end of reporting period \$</u>  <u>Total difference in value \$</u>	Page Total Cash Dividends:     \$ _____  Page Total Interest Paid Out:     \$ _____  Page Total Profit:     \$ _____  Page Total Loss:     \$ _____
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**State of Georgia**  
**Campaign Contribution Disclosure Report**  
**Addendum Statement**

The Addendum Statement should be used for explanation of any additional information needed to complete an accurate filing of this report.  
Information that is to be reported in the body of the report **should not** be listed on Addendum Statement.



## Personal Financial Disclosure Statement (PFDS)

CANDIDATE: Candidates for Municipal Elections must file a [PFDS](#) within 15 days after qualifying for election .

Municipal Candidates must submit their Personal Financial Disclosure Statement (PFD) by the filing deadline with **the City Filing Officer/Elections Superintendent.**

<http://media.ethics.ga.gov/Commission/2011Forms/4/CCDRFDPIN-Candidate2011.pdf>

STATE OF GEORGIA
PERSONAL FINANCIAL DISCLOSURE STATEMENT

200 Piedmont Avenue S.E. | Suite 1402 West Tower | Atlanta, GA 30334
| 404-463-1980 | www.ethics.ga.gov

Use Earlier of Post Mark
or Hand Delivered Date

[Empty rectangular box for date stamp]

[ ] Original [ ] Amendment (Enter date of statement being amended) \_\_\_\_\_

Date of this Statement: \_\_\_\_\_ Covering Calendar Year: \_\_\_\_\_

Name of Public Officer or Candidate: \_\_\_\_\_
First Middle Last

Mailing Address: \_\_\_\_\_
Street or P.O. Box City County State Zip code

Telephone Number: (Office/Home) \_\_\_\_\_ (E-Mail) \_\_\_\_\_

Name of Public Office Held or Sought: \_\_\_\_\_ Filer ID: \_\_\_\_\_
(Filer ID that begins with the letter "F")

Check One:

- [ ] Elected City or County Officer [ ] Candidate for City or County Office

WHO FILES A FINANCIAL DISCLOSURE STATEMENT:

Each public officer holding office in Georgia, and each person who qualifies as a candidate for election as a public officer for one of the offices listed below, and all others on the following list.

- (A) Every constitutional officer;
(B) Every elected state official;
(C) The executive head of every state department or agency, whether elected or appointed;
(D) Each member of the General Assembly;
(E) Every elected county official, every elected county or area school superintendent, and every elected member of a county or area board of education; and
(F) Every elected municipal officer.

WHEN TO FILE A FINANCIAL DISCLOSURE STATEMENT:

Public Officer: A Financial Disclosure Statement is filed not before January 1 and not later than July 1 of each year that a public officer holds office (except the year of election). The information to be provided shall be that from the preceding calendar year.

If the public officer chooses not to run for re-election or for another public office no Financial Disclosure Statement need be filed in the year qualifying to succeed him takes place. A public officer shall not be deemed to hold the office in a year in which the public officer holds office for less than 15 days.

Candidate for Public Office: A Financial Disclosure Statement covering the period of the preceding calendar year shall be filed no later than the fifteenth day following the date of qualifying as a candidate. Candidates for state wide office file not later than seven days after qualifying for office. Only one Financial Disclosure Statement is required per calendar year.

Special requirements for State Wide Candidates: Candidates for a public office elected state wide must file their Financial Disclosure Statements not later than seven days after qualifying or filing a notice of candidacy. State wide candidates must disclose more information than other candidates for public office and the additional disclosure sections required of state wide candidates must be completed in the year of election filing.

WHERE TO FILE A FINANCIAL DISCLOSURE STATEMENT:

State /Statewide Office: Georgia Government Transparency & Campaign Finance Commission

County: County Election Superintendent

Municipality: City Clerk or Chief Executive Officer

**SECTION I MONETARY FEES**

**RECEIVED**

**(This section to be completed by Public Officers only)**

Identify each monetary fee or honorarium accepted from speaking engagements, participation in seminars, discussion panels, or other activities that directly relate to the official duties of, or to the office of the public officer, with a statement identifying the fee or honorarium and the person from whom it was accepted. (You may attach additional sheets of paper if necessary.)

**I received:**

- No monetary fee or honorarium.
- Monetary fee(s) or honoraria as shown below.

**Identify Fee or Honorarium  
And Amount Accepted**

**Identifying Information of Person from Who Accepted**

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**SECTION II FIDUCIARY  
POSITIONS**

Name all fiduciary positions held by the candidate for public office or the public officer at any time during the covered year. (You may expand this section if necessary to include all positions.) A **fiduciary position** is any position imposing a duty to act primarily for another’s benefit as officer, director, manager, partner, guardian, or other designations of general responsibility of a business entity. A fiduciary position may be a paid or unpaid position. A **business entity** is any corporation, sole proprietorship, partnership, limited partnership, limited liability company, limited liability partnership, professional corporation, enterprise, franchise, association, trust, joint venture, or other entity, whether profit or nonprofit. (You may attach additional sheets of paper if necessary.)

**I held:**

- No fiduciary positions in any business entity.
- Fiduciary positions in the following business entity(ies).

**IDENTIFY:**

1. Title of each position.
2. Name and address of business entity.
3. Principal activity of each business entity.

Business entity #1

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Business entity #2

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Business entity #3

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Business entity #4

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**SECTION III**  
**DIRECT OWNERSHIP INTERESTS IN BUSINESS ENTITY**

**Direct ownership interest** is the holding or possession of good legal or rightful title of property or the holding or enjoyment of real or beneficial use of the property by any person and includes any interest owned **or** held by a spouse of the person if such interest is held jointly or as tenants in common between the person and spouse.

Identify the name, address and principal activity of any business entity and the office held by and the duties of the candidate for public office or public officer within a business entity any time during the covered year in which a direct ownership interest: (A) Is more than 5 percent of the total interest in the business; or (B) Has a net fair market value of more than \$5,000.00. (You may attach additional sheets of paper if necessary.)

**I held:**

- No direct ownership interests in any business entity.
- Direct ownership interests in the following business entity(ies).

**IDENTIFY:**

1. Name and address of business entity.
2. Principal activity of business entity.
3. The office held by the candidate or the public officer within the business entity.
4. The duties of the candidate or the public officer within such business entity.

Business entity #1

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Ownership Interests

Check One or Both If Applicable

- Ownership interest is more than 5%
- Ownership interest has a net fair market value of more than \$5,000.00

Business entity #2

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- Ownership interest is more than 5%
- Ownership interest has a net fair market value of more than \$5,000.00

Business entity #3

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- Ownership interest is more than 5%
- Ownership interest has a net fair market value of more than \$5,000.00

Business entity #4

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- Ownership interest is more than 5%
- Ownership interest has a net fair market value of more than \$5,000.00

Business entity #5

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- Ownership interest is more than 5%
- Ownership interest has a net fair market value of more than \$5,000.00

**SECTION IV**  
**DIRECT OWNERSHIP INTERESTS IN REAL PROPERTY**

**Direct ownership interest** is the holding or possession of good legal or rightful title of property or the holding or enjoyment of real or beneficial use of the property by any person and includes any interest owned **or** held by a spouse of the person if such interest is held jointly or as tenants in common between the person and spouse.

Identify each tract of real property in which the candidate for public office or public officer has a direct ownership interest as of December 31 of the covered year when that interest has a fair market value in excess of \$5,000.00. "Fair market" value means the appraised value of the property for ad valorem tax purposes. (You may attach additional sheets of paper if necessary.) Check one box to show the applicable valuation range for each tract.

**I had:**

- No ownership interests with a fair market value in excess of \$5,000.00
- Ownership interests with a fair market value in excess of \$5,000.00

**IDENTIFY:**

1. County where property is located.
2. State where property is located.
3. General description of property (give street address or location, size of tract, and nature or use of property).

Property #1

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The Value of this tract is

- Between \$5,000 and \$100,000
- Between \$100,000.01 and \$200,000
- More than \$200,000

Property #2

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The Value of this tract is

- Between \$5,000 and \$100,000
- Between \$100,000.01 and \$200,000
- More than \$200,000

Property #3

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The Value of this tract is

- Between \$5,000 and \$100,000
- Between \$100,000.01 and \$200,000
- More than \$200,000

Property #4

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The Value of this tract is

- Between \$5,000 and \$100,000
- Between \$100,000.01 and \$200,000
- More than \$200,000

Property #5

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The Value of this tract is

- Between \$5,000 and \$100,000
- Between \$100,000.01 and \$200,000
- More than \$200,000



**SECTION V**  
**SPOUSE'S DIRECT OWNERSHIP INTERESTS IN REAL PROPERTY**

Identify each tract of real property in which the filer's spouse has a direct ownership interest as of December 31 of the covered year when that interest has a fair market value in excess of \$5,000.00 (You may attach additional sheets of paper if necessary.) Check one box to show the applicable valuation range for each tract.

**My spouse had:**

- No ownership interests with a fair market value in excess of \$ 5,000.00
- Ownership in the following tracts with a fair market value in excess of 5,000.00

**IDENTIFY:**

1. County where property is located.
2. State where property is located.
3. General description of property (give street address or location, size of tract, and nature or use of property).

Property #1

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The Value of this tract is

- Between \$5,000 and \$100,000
- Between \$100,000.01 and \$200,000
- More than \$200,000

Property #2

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The Value of this tract is

- Between \$5,000 and \$100,000
- Between \$100,000.01 and \$200,000
- More than \$200,000

Property #3

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The Value of this tract is

- Between \$5,000 and \$100,000
- Between \$100,000.01 and \$200,000
- More than \$200,000

Property #4

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The Value of this tract is

- Between \$5,000 and \$100,000
- Between \$100,000.01 and \$200,000
- More than \$200,000

Property #5

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The Value of this tract is

- Between \$5,000 and \$100,000
- Between \$100,000.01 and \$200,000
- More than \$200,000

**SECTION VI  
EMPLOYMENT AND FAMILY MEMBERS**

Filer's Occupation \_\_\_\_\_  
Filer's Employer \_\_\_\_\_  
Employer's Address \_\_\_\_\_  
Employer's Principal Activity \_\_\_\_\_

Filer's Spouse's Name \_\_\_\_\_  
Spouse's Occupation \_\_\_\_\_  
Spouse's Employer \_\_\_\_\_  
Address of Spouse's Employer \_\_\_\_\_  
Principal Activity of Spouse's Employer \_\_\_\_\_

**SECTION VII  
INVESTMENT INTERESTS**

List the name of any investment (do not list individual stocks and bonds that are held by mutual funds), in which the filer (either individually or with any other legal or natural person or entity) owns a direct ownership interest that:

1. Is more than 5 percent of the total interests in such business or investment, or
2. Has a net fair market value of more than \$5,000.00.

Business or Investment Entity #1  
Name \_\_\_\_\_

Business or Investment Entity #2  
Name \_\_\_\_\_

Business or Investment Entity #3  
Name \_\_\_\_\_

Business or Investment Entity #4  
Name \_\_\_\_\_

**SECTION VIII  
KNOWN BUSINESS OR INVESTMENT INTERESTS OF SPOUSE AND DEPENDENT CHILDREN**

Identify any business or investment known to the filer in which the filer's spouse or dependent children have a direct ownership interest (either individually or with any other legal or natural person or entity) which interest:

1. is more than 5 percent of the total interest in the business or investment,
2. has a net fair market value exceeding \$10,000.00, or
3. is one in an entity for which the filer's spouse or a dependent child serves as an officer, director, equitable partner, or trustee.

(Do not list individual stocks and bonds that are held by mutual funds.)

Business or Investment Entity #1  
Name \_\_\_\_\_

Business or Investment Entity #2  
Name \_\_\_\_\_

Business or Investment Entity #3  
Name \_\_\_\_\_

Business or Investment Entity #4  
Name \_\_\_\_\_

**SECTION IX**  
**ANNUAL PAYMENTS RECEIVED**  
**FROM THE STATE OF GEORGIA**  
**(This section to be completed by Public Officers only)**

Identify all annual payments in excess of \$10,000.00 received by the public officer, or by any business entity identified in Section III above, from the State or any agency, department, commission or authority created by the State, and authorized and exempted from disclosure under O.C.G.A. § 45-10-25.

**I received:**

- No annual payments in excess of \$10,000.00 from any State entity.
- Annual payments in excess of \$10,000.00 from the below named State entity(ies).

**IDENTIFY:**

1. Name and address of State entity making the payments.
2. Amount of annual payment.
3. The general nature of the consideration rendered for the payment(s).

State entity source #1

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State entity source #2

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**VERIFICATION BY OATH OR AFFIRMATION**

State of Georgia \_\_\_\_\_ County of \_\_\_\_\_

I, the undersigned, being duly sworn (affirm), depose and say that the information in this statement is complete, true, and correct.

Sworn to and subscribed before me on  
\_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Signature of Notary Public

\_\_\_\_\_  
Signature of Candidate or Public Officer

**PENALTIES:** Any person who knowingly fails to comply with or who knowingly violates any of the provisions of the Ethics in Government Act shall be guilty of a misdemeanor.

My Commission expires \_\_\_\_\_.

The Two Business Day (TBD) Report is used to report contributions (including loans) of \$1,000 or more, that are received between the last report due before an election and the election itself. The contribution(s) must be reported to the Commission within two business days of receipt of the contribution **and** reported on the next regularly scheduled campaign contribution disclosure report.

**The following identifying information is required**

- \*Full name of the contributor
- \*Mailing address of the contributor
- \*PAC affiliation if applicable
- \*Date contribution was received
- \*Occupation & employer of the contributor
- \*Amount of contribution
- \*Type of contribution (Monetary, In-Kind or Loan)
- \*Election (Primary, Primary Run-Off, General, General Run-Off, etc.)

The TBD Report must be reported by facsimile or electronic transmission (e-filing). Any facsimile filing must also have an identical electronic filing within five business days following the facsimile filing.

**There is no grace period for the TBD Report.**

**State of Georgia**

**Two Business Days Report of Contributions Received**

MUST BE SENT VIA FACSIMILE (404-463-1988) OR ELECTRONIC TRANSMISSION.  
 ANY FACSIMILE FILING SHALL ALSO HAVE AN IDENTICAL ELECTRONIC FILING WITHIN FIVE BUSINESS DAYS FOLLOWING THE TRANSMISSION OF SUCH FACSIMILE FILING.

To be used to report contributions (including loans) of \$1,000 or more,  
 IF RECEIVED BETWEEN LAST REPORT DUE BEFORE AN ELECTION AND THE ELECTION.  
 Must be reported within two business days of receipt!

Use Earlier of Post  
 Mark or Hand  
 Delivered Date

Identifying Information:

Candidate or Committee Name

Office Sought

E-Mail

Filer ID (begins with the letter "C")

Mailing Address (number and street)

City

State

Zip

Full Name of Contributor Mailing Address (PAC Affiliation if applies)	Contributor		Election	Amount
	Received Date Contribution Type*	Occupation & Employer		

\* Monetary, In-Kind or Loan

I certify and affirm that I have examined this report, and say that the information in this report is complete, true, and correct. Further I affirm that the contents in this report are the same as the contents in the electronic filing submitted, if also electronically filed. I further affirm that I understand that the above contribution(s) must also be reported on the next succeeding regularly scheduled campaign contribution disclosure report.

Name of  Candidate  Chairman  Treasurer

Signature

Date

**Campaign Contribution Disclosure Final Report and Termination Statement**  
**Georgia Government Transparency and Campaign Finance Commission**  
 200 Piedmont Avenue SE, Suite 1402 West Tower | Atlanta, GA 30334 | 404-463-1980 |

<b>1. Report Type</b> <small>(Select One)</small>  <input type="checkbox"/> Original  <input type="checkbox"/> Amendment  Amendment # _____	<b>2. Filing is being made on behalf of (Select One):</b> <b>Candidate or Public Official</b> Office Held or Sought _____ <small>(Include county, municipality, district, post or judicial circuit)</small>  Filer ID _____ <small>(Filer ID that begins with the letter "C")</small>  <b>Organization or Person Other than Candidate's Campaign Committee</b> Committee Name: _____  Filer ID: _____ <small>(Filer ID that begins with the letter "NC")</small>	Use Earlier of Post Mark or Hand Delivered Date   <div style="border: 1px solid black; width: 100px; height: 20px; margin: 0 auto;"></div>
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**3. Identifying and Contact Information**

(1) \_\_\_\_\_ (2) \_\_\_\_\_  
*Full Name of Candidate or Other Than Candidate Campaign Committee* *Today's Date*

(3) \_\_\_\_\_  
*Mailing Address* *City* *State* *Zip Code*

(4) \_\_\_\_\_ and/ or \_\_\_\_\_  
*Primary Contact Phone Number* *E-Mail*

(5) If a Candidate or Public Official is there a campaign committee (one or more persons) to make campaign transactions, keep financial records of the campaign, or file the reports?  Yes  No

(6) If yes, is the committee registered with the Commission?  Yes  No

(7) If yes, complete the following \_\_\_\_\_ | \_\_\_\_\_  
*Name of Committee Chairperson* *Name of Committee Treasurer*

**4. Person Responsible for Maintaining Campaign Records**

\_\_\_\_\_  
 (1) *Full Name*

\_\_\_\_\_  
 (2) *Mailing Address*

\_\_\_\_\_  
 (3) *City* *State* *Zip Code*

(4) \_\_\_\_\_ (5) \_\_\_\_\_  
*Primary Contact Phone Number* *Email Address*

**5. TERMINATION DATE:** \_\_\_\_\_

State of \_\_\_\_\_ County of \_\_\_\_\_

I, \_\_\_\_\_, being duly sworn (affirm), depose and say that the information in this report form is complete, true, and correct. Further, I affirm that the contents in this report are the same as the contents in the electronic filing submitted, if also electronically filed.

Sworn to and subscribed before me on \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
*Signature of Notary Public* *Commission Expiration* *a. Signature of Candidate*  
*b. Organization/Chairperson/Treasurer*

(Any person who knowingly fails to comply with or who knowingly violates any of the provisions of the Act shall be guilty of a misdemeanor.)

**State of Georgia  
Campaign Contribution Disclosure Report  
Summary Report**

**CONTRIBUTIONS RECEIVED**

1	<input type="checkbox"/> I have no contributions to report. <input type="checkbox"/> I have the following contributions, including Common Source, to report:	In-Kind Estimated Value	Cash Amount
2	A. If this is the first time to file a disclosure report for the current office sought, ENTER 0 in both columns (one time only); or B. If this is the first report of this Election Cycle*, ENTER 0 in the in-kind column and list any net balance on hand brought forward from the previous election cycle in the cash amount column (Line 15 of previous report, or total funds left over at year end of previous cycle); or C. If this filing is the second or subsequent filing of this Election Cycle, list totals from Line 6 of previous report in both the in-kind and cash amount columns.		
3	Total amount of all itemized contributions received in this reporting period which is listed on the "Itemized Contributions" page.		
3a	All loans received this reporting period.		
3b	Interest earned on campaign account this reporting period.		
3c	Total amount of investments sold this reporting period.		
3d	Total amount of cash dividends and interest paid out this reporting period.		
4	Total amount of all separate contributions of \$100 or less received in this reporting period and not listed on the "Itemized Contributions" page. "Common Source" contributions must be aggregated on the "Itemized Contributions" page.		
5	Total contributions reported this period. (Line 3 + 3a + 3b + 3c + 3d + 4)		
6	Total contributions to date. Total to be carried forward to next report of this election cycle*. (Line 2 + 5)		

**EXPENDITURES MADE**

7	<input type="checkbox"/> I have no expenditures to report. <input type="checkbox"/> I have the following expenditures to report:		
8	Total expenditures made and reported prior to this reporting period. If this is the A. First report of this Election Cycle*, ENTER 0. B. Second or subsequent filing ENTER Line 12 of previous report.		
9	Total amount of all itemized expenditures made in this reporting period which are listed on the "Itemized Expenditures" page.		
10	Total amount of all separate expenditures of \$100.00 or less that were made in this reporting period and not listed on the "Itemized Expenditures" page		
11	Total expenditures reported this period. (Line 9 + 10)		
12	Total expenditures to date. Total to be carried forward to next report of this election cycle*. (Line 8 + 11)		

**INVESTMENTS**

13	Total value of investments held at the beginning of this reporting period.		
14	Total value of investments held at the end of this reporting period.		

**TOTAL NET BALANCE ON HAND**

15	Net balance on hand. (Line 6 - 12 + 14)		
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\* O.C.G.A. 21-5-3(10): Election cycle means the period from the day following the date of an election or appointment of a person to elective public office through and of the next such election of a person to the same public office and shall be construed and applied separately for each elective office including the date.

<b>State of Georgia Campaign Contribution Disclosure Report Outstanding Indebtness</b>		
Election Cycle*: _____ Election Year: _____		<u>Amount</u>
1	Outstanding indebtedness at the beginning of this reporting period.	
2	Loans received this reporting period.	
3	Deferred payment of expenses this reporting period	
4	Payments made on loans this reporting period.	
5	Credits received on loans this reporting period	
6	Payments this reporting period on previously deferred expenses.	
7	Total indebtedness at the close of this reporting period. (Line 1 + 2 + 3 - 4 - 5 - 6)	
Election Cycle*: _____ Election Year: _____		<u>Amount</u>
1	Outstanding indebtedness at the beginning of this reporting period.	
2	Loans received this reporting period.	
3	Deferred payment of expenses this reporting period	
4	Payments made on loans this reporting period.	
5	Credits received on loans this reporting period	
6	Payments this reporting period on previously deferred expenses.	
7	Total indebtedness at the close of this reporting period. (Line 1 + 2 + 3 - 4 - 5 - 6)	
Election Cycle*: _____ Election Year: _____		<u>Amount</u>
1	Outstanding indebtedness at the beginning of this reporting period.	
2	Loans received this reporting period.	
3	Deferred payment of expenses this reporting period	
4	Payments made on loans this reporting period.	
5	Credits received on loans this reporting period	
6	Payments this reporting period on previously deferred expenses.	
7	Total indebtedness at the close of this reporting period. (Line 1 + 2 + 3 - 4 - 5 - 6)	

\* Election Cycle (Primary, General, Special, Special Primary, Run-Off Primary, Run-Off General, Run-Off Special, Run-Off Special Primary)  
Public Officer/Candidate/Other Than Candidate Committee Name



## State of Georgia Campaign Contribution Disclosure Report Itemized Contributions

Must list contributions received by a single contributor for which the aggregate total more than \$100.00.

Note: Loans are no longer reported in "Itemized Contributions" section. See Loan Reporting section below.

Full Name of Contributor Mailing Address (Affiliation of Committee if any)	Contributor		Election Cycle**	Cash Amount	In-Kind Contributions
	Received Date Contribution Type*	Occupation & Employer			Estimated Value
					Description
First Name / Business Name	Date	Occupation	<input type="checkbox"/> Primary <input type="checkbox"/> General <input type="checkbox"/> Special <input type="checkbox"/> Special Primary <input type="checkbox"/> Run-Off Primary <input type="checkbox"/> Run-Off General <input type="checkbox"/> Run-Off Special	Cash Amt.	Est. Value
Last Name	<input type="checkbox"/> Monetary <input type="checkbox"/> In-Kind <input type="checkbox"/> Common Source <input type="checkbox"/> Credit Received on Loan	Employer		<input type="checkbox"/> Run-Off Special <input type="checkbox"/> Primary	Description
Address					
Address2					
City					
State	Zip				
Aff. Comm.					
First Name / Business Name	Date	Occupation	<input type="checkbox"/> Primary <input type="checkbox"/> General <input type="checkbox"/> Special <input type="checkbox"/> Special Primary <input type="checkbox"/> Run-Off Primary <input type="checkbox"/> Run-Off General <input type="checkbox"/> Run-Off Special	Cash Amt.	Est. Value
Last Name	<input type="checkbox"/> Monetary <input type="checkbox"/> In-Kind <input type="checkbox"/> Common Source <input type="checkbox"/> Credit Received on Loan	Employer		<input type="checkbox"/> Run-Off Special <input type="checkbox"/> Primary	Description
Address					
Address2					
City					
State	Zip				
Aff. Comm.					
First Name / Business Name	Date	Occupation	<input type="checkbox"/> Primary <input type="checkbox"/> General <input type="checkbox"/> Special <input type="checkbox"/> Special Primary <input type="checkbox"/> Run-Off Primary <input type="checkbox"/> Run-Off General <input type="checkbox"/> Run-Off Special	Cash Amt.	Est. Value
Last Name	<input type="checkbox"/> Monetary <input type="checkbox"/> In-Kind <input type="checkbox"/> Common Source <input type="checkbox"/> Credit Received on Loan	Employer		<input type="checkbox"/> Run-Off Special <input type="checkbox"/> Primary	Description
Address					
Address2					
City					
State	Zip				
Aff. Comm.					

Itemized Contributions Page Total \$ \_\_\_\_\_ \$ \_\_\_\_\_

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First Name / Business Name		Date	Occupation	<input type="checkbox"/> Primary <input type="checkbox"/> General <input type="checkbox"/> Special <input type="checkbox"/> Special Primary <input type="checkbox"/> Run-Off Primary <input type="checkbox"/> Run-Off General <input type="checkbox"/> Run-Off Special <input type="checkbox"/> Run-Off Special Primary	Cash Amt.	Est. Value
Last Name						
Address						
Address2		<input type="checkbox"/> Monetary	Employer			Description
City		<input type="checkbox"/> In-Kind				
State	Zip	<input type="checkbox"/> Common Source				
Aff. Comm.		<input type="checkbox"/> Credit Received on Loan				
First Name / Business Name		Date	Occupation	<input type="checkbox"/> Primary <input type="checkbox"/> General <input type="checkbox"/> Special <input type="checkbox"/> Special Primary <input type="checkbox"/> Run-Off Primary <input type="checkbox"/> Run-Off General <input type="checkbox"/> Run-Off Special <input type="checkbox"/> Run-Off Special Primary	Cash Amt.	Est. Value
Last Name						
Address						
Address2		<input type="checkbox"/> Monetary	Employer			Description
City		<input type="checkbox"/> In-Kind				
State	Zip	<input type="checkbox"/> Common Source				
Aff. Comm.		<input type="checkbox"/> Credit Received on Loan				
First Name / Business Name		Date	Occupation	<input type="checkbox"/> Primary <input type="checkbox"/> General <input type="checkbox"/> Special <input type="checkbox"/> Special Primary <input type="checkbox"/> Run-Off Primary <input type="checkbox"/> Run-Off General <input type="checkbox"/> Run-Off Special <input type="checkbox"/> Run-Off Special Primary	Cash Amt.	Est. Value
Last Name						
Address						
Address2		<input type="checkbox"/> Monetary	Employer			Description
City		<input type="checkbox"/> In-Kind				
State	Zip	<input type="checkbox"/> Common Source				
Aff. Comm.		<input type="checkbox"/> Credit Received on Loan				
First Name / Business Name		Date	Occupation	<input type="checkbox"/> Primary <input type="checkbox"/> General <input type="checkbox"/> Special <input type="checkbox"/> Special Primary <input type="checkbox"/> Run-Off Primary <input type="checkbox"/> Run-Off General <input type="checkbox"/> Run-Off Special <input type="checkbox"/> Run-Off Special Primary	Cash Amt.	Est. Value
Last Name						
Address						
Address2		<input type="checkbox"/> Monetary	Employer			Description
City		<input type="checkbox"/> In-Kind				
State	Zip	<input type="checkbox"/> Common Source				
Aff. Comm.		<input type="checkbox"/> Credit Received on Loan				
Itemized Contributions Page Total \$ _____ \$ _____						

\* Contribution Type (Monetary, In-Kind, Common Source, Credit Received on Loan)

\*\* Election Cycle (Primary, General, Special, Special Primary, Run-Off Primary, Run-Off General, Run-Off Special, Run-Off Special Primary)

\*\*\* If any such person(s) shall have a fiduciary relationship to the lending institution or party making the advance or extension of credit



## State of Georgia Campaign Contribution Disclosure Report Itemized Expenditures

Must list expenditures made to a single recipient for which the aggregate total more than \$100.00.

List Name and Mailing Address of Recipient		Exp. Date Exp. Type*	Occupation & Employer	Expenditure Purpose	Amount Paid
First Name		Date	Occupation		
Last Name					
Address		<input type="checkbox"/> Expenditure <input type="checkbox"/> In-Kind <input type="checkbox"/> Loan Repayment <input type="checkbox"/> Refund <input type="checkbox"/> Reimbursement <input type="checkbox"/> Credit Card <input type="checkbox"/> 3rd Party <input type="checkbox"/> Deferred Payment <input type="checkbox"/> Payment on Deferred Expense <input type="checkbox"/> Investment	Employer		
Address2					
City					
State	Zip				
First Name					
Last Name					
Address		<input type="checkbox"/> Expenditure <input type="checkbox"/> In-Kind <input type="checkbox"/> Loan Repayment <input type="checkbox"/> Refund <input type="checkbox"/> Reimbursement <input type="checkbox"/> Credit Card <input type="checkbox"/> 3rd Party <input type="checkbox"/> Deferred Payment <input type="checkbox"/> Payment on Deferred Expense <input type="checkbox"/> Investment	Employer		
Address2					
City					
State	Zip				
First Name					
Last Name					
Address		<input type="checkbox"/> Expenditure <input type="checkbox"/> In-Kind <input type="checkbox"/> Loan Repayment <input type="checkbox"/> Refund <input type="checkbox"/> Reimbursement <input type="checkbox"/> Credit Card <input type="checkbox"/> 3rd Party <input type="checkbox"/> Deferred Payment <input type="checkbox"/> Payment on Deferred Expense <input type="checkbox"/> Investment	Employer		
Address2					
City					
State	Zip				
First Name					
Last Name					

Page Total \$ \_\_\_\_\_

\* Expenditure Type (Expenditure, In-Kind, Loan Repayment, Refund, Reimbursement, Credit Card, 3rd Party, Deferred Payment on Deferred Expense, Investment)  
Public Officer/Candidate/Other Than Candidate Committee Name

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List Name and Mailing Address of Recipient		Exp. Date Exp. Type*	Occupation & Employer	Expenditure Purpose	Amount Paid
First Name		Date	Occupation		
Last Name					
Address		<input type="checkbox"/> Expenditure <input type="checkbox"/> In-Kind <input type="checkbox"/> Loan Repayment <input type="checkbox"/> Refund <input type="checkbox"/> Reimbursement <input type="checkbox"/> Credit Card <input type="checkbox"/> 3rd Party <input type="checkbox"/> Deferred Payment <input type="checkbox"/> Payment on Deferred Expense <input type="checkbox"/> Investment	Employer		
Address2					
City					
State	Zip				
First Name					
Last Name					
Address		<input type="checkbox"/> Expenditure <input type="checkbox"/> In-Kind <input type="checkbox"/> Loan Repayment <input type="checkbox"/> Refund <input type="checkbox"/> Reimbursement <input type="checkbox"/> Credit Card <input type="checkbox"/> 3rd Party <input type="checkbox"/> Deferred Payment <input type="checkbox"/> Payment on Deferred Expense <input type="checkbox"/> Investment	Employer		
Address2					
City					
State	Zip				
First Name					
Last Name					
Address		<input type="checkbox"/> Expenditure <input type="checkbox"/> In-Kind <input type="checkbox"/> Loan Repayment <input type="checkbox"/> Refund <input type="checkbox"/> Reimbursement <input type="checkbox"/> Credit Card <input type="checkbox"/> 3rd Party <input type="checkbox"/> Deferred Payment <input type="checkbox"/> Payment on Deferred Expense <input type="checkbox"/> Investment	Employer		
Address2					
City					
State	Zip				
First Name					
Last Name					
Address		<input type="checkbox"/> Expenditure <input type="checkbox"/> In-Kind <input type="checkbox"/> Loan Repayment <input type="checkbox"/> Refund <input type="checkbox"/> Reimbursement <input type="checkbox"/> Credit Card <input type="checkbox"/> 3rd Party <input type="checkbox"/> Deferred Payment <input type="checkbox"/> Payment on Deferred Expense <input type="checkbox"/> Investment	Employer		
Address2					
City					
State	Zip				
First Name					
Last Name					

\* Expenditure Type (Expenditure, In-Kind, Loan Repayment, Refund, Reimbursement, Credit Card, 3rd Party, Deferred Payment on Deferred Expense, Investment)Public Officer/Candidate/Other Than Candidate Committee Name Page Total \$ \_\_\_\_\_

## State of Georgia Campaign Contribution Disclosure Report Investments Statement

1. Investment Name _____	Account # _____
Institution/Person Holding Account _____ Mailing Address _____ Address2 _____ _____ City _____ State _____ Zip _____	Value at beginning of reporting period \$ _____
	Value at end of reporting period \$ _____
	Difference in value \$ _____
	Interest Paid Out \$ _____
	Cash Dividends \$ _____

Investment Transactions					
<u>Date</u>	<u>Person(s) Involved in Transaction</u>	<u>Value of investment purchased</u>	<u>Value of investment sold</u>	<u>Profit</u>	<u>Loss</u>

2. Investment Name _____	Account # _____
Institution/Person Holding Account _____ Mailing Address _____ Address2 _____ _____ City _____ State _____ Zip _____	Value at beginning of reporting period \$ _____
	Value at end of reporting period \$ _____
	Difference in value \$ _____
	Interest Paid Out \$ _____
	Cash Dividends \$ _____

Investment Transactions					
<u>Date</u>	<u>Person(s) Involved in Transaction</u>	<u>Value of investment purchased</u>	<u>Value of investment sold</u>	<u>Profit</u>	<u>Loss</u>

<u>Total value of investments at beginning of reporting period \$</u> _____	Page Total Cash Dividends: \$ _____
<u>Total value of investments at end of reporting period \$</u> _____	Page Total Interest Paid Out: \$ _____
<u>Total difference in value \$</u> _____	Page Total Profit: \$ _____
	Page Total Loss: \$ _____

**State of Georgia**  
**Campaign Contribution Disclosure Report**  
**Addendum Statement**

The Addendum Statement should be used for explanation of any additional information needed to complete an accurate filing of this report. Information that is to be reported in the body of the report **should not** be listed on Addendum Statement.

The City of Clarkston has contracted with DeKalb County to conduct the November 5, 2024 Special Election.

The City of Clarkston City Clerk is responsible for qualifying of candidates and submitting qualified candidate names to DeKalb County to be placed on the election ballot.

Below is the contact information should you have questions or need help.

**DeKalb County Department of Registration and Elections**

**4380 Memorial Drive, Suite 300**

**Decatur, Georgia 3032-1239**

**404-298-4020**

**Georgia Government Transparency and Campaign Finance Commission**

**200 Piedmont Avenue**

**Suite 1417, West Tower**

**Atlanta, Georgia 30334**

**P:404-463-1980 / F: 404-463-1988**

**<mailto:gaethics@ethics.ga.gov?subject=Question>**

**<http://ethics.ga.gov>**

**Tomika R. Mitchell, City Clerk  
City of Clarkston  
1055 Rowland Street Clarkston, Georgia 30021  
(404) 296-6489 Phone  
[tmitchell@cityofclarkston.com](mailto:tmitchell@cityofclarkston.com)**