

# ***IMPORTANT NOTICE -***

## ***REPORTING OF LATE CONTRIBUTIONS***

Section 1628 of the Pennsylvania Campaign Finance Reporting Law (Law), 25 P.S. §3248, requires that any candidate, or any political committee authorized by a candidate and created solely for the purpose of influencing an election on behalf of that candidate, which receives a contribution or pledge of five hundred dollars (\$500) or more at any time up to and including election day following the close of the Second Friday Pre-Primary or Second Friday Pre-Election Report to report such contribution to the appropriate supervisor within 24 hours of its receipt (herein referred to as “24 hour reports”).

For the 2019 Municipal Primary, the 24 hour reporting requirement applies to contributions or pledges received from May 7, 2019 (the day after the cutoff date of the Second Friday Pre-Primary report) up to and including the day of the Municipal Primary, May 21, 2019.

For the 2019 Municipal Election, the 24 hour reporting requirement applies to contributions or pledges received from October 22, 2019 (the day after the cutoff date of the Second Friday Pre-Election report) up to and including the day of the Municipal Election, November 5, 2019.

If the contribution occurs on a weekend, the filing date will be the next business day, i.e., Monday.

The filing of a 24 hour report can be done by telegram, mailgram, overnight mail, facsimile transmission to 215-348-6387, email to [elections@co.bucks.pa.us](mailto:elections@co.bucks.pa.us), or in person.

***Please note that the filing of reports by fax or e-mail only applies to the 24 hour reports; it does not apply to the filing of the campaign finance reports.***

As required by the Law in section 1632(a), 25 P.S. §3252(a), the Bucks County Board of Elections will assess late filing fees for failure to file the 24 hour reports. The fee will be \$20 per day for the first 6 days, and \$10 per day after that, until it reaches the maximum of \$250. This fine will be levied per violation and will be the personal responsibility of the candidate or campaign treasurer.

Section 1632(b) of the Law, 25 P.S. §3252(b), states that no candidate may be sworn in or receive any salary or emoluments until all required reports (which includes the 24 hour reports and the payment of late filing fees) have been received by the appropriate supervisor.

To facilitate reporting, a form will be available on our website at:

<http://www.buckscounty.org/government/CommunityServices/BoardofElections/CampaignFinance>

Each separate contribution shall be reported to the Board of Elections within 24 hours. You may include all of the contributions received on the same day on the same form. If you have any questions, please feel free to contact our office at 267-880-5060 or by email at [elections@co.bucks.pa.us](mailto:elections@co.bucks.pa.us).