

2011

City of Tulsa

Election Filing Procedures

1. Filing as a candidate for City Councilor or City Auditor:

All candidates need to go to the Tulsa County Election Board located at 555 North Denver to obtain the necessary forms. The completed forms for filing declaration of candidacy must be filed with the Election Board on **July 11, 12, 13, 2011** between the hours of 8:00 a.m. and 5:00 p.m. For further information, call the Election Board at 918-596-5780.

2. Campaign Disclosure Forms (for expenditures over \$500) and Deadlines:

This packet contains a copy of the **Political Subdivisions Ethics Act (PSEA)** and the necessary **campaign disclosure forms**. The forms must be filed with the Tulsa City Clerk's Office (175 E 2nd Street, Ste 260) according to the instructions found on the reverse side of each form. For further information, call the City Clerk's Office at 918-596-7513. **For your convenience, the following page contains specific calendar dates for the filing of all forms/ campaign reports.**

Note: City elections do not require a candidate to file an F-1 Personal Financial Disclosure Statement.

3. Filing For Office – Petition/Filing Fee (Political Parties)

In accordance with the **City of Tulsa 1989 Amended Charter and Amendments**, as required by Charter Article VI, Section 3.1 (D), candidates for a city office shall file with the Election Board of Tulsa County a filing fee in the form of a cashier's check or certified check made payable to the City of Tulsa in the amount of Fifty Dollars (\$50.00); or in lieu of the filing fee, a petition supporting a candidate's filing.

4. If you have questions about the campaign disclosure forms,

A. Refer to the PSEA, or

B. Call or fax the Ethics Commission: All questions regarding the **PSEA** or completion and filing of the forms should be directed to the Ethics Commission by calling 405-521-3451 or faxing 405-521-4905.

5. Election Dates:

- Primary Election - Tuesday, **September 13, 2011**
- General Election - Tuesday, **November 8, 2011**

Filing Dates and Disclosure Forms Information

Form C-1: Campaign Contributions & Expenditures Report

(Section 314 on Page 19 of the PSEA)

- ◆ This form is required of all candidates and **must be filed** according to the prescribed dates below (as set forth in Form C-1) by all municipal candidates and committees supporting or opposing them who exceed the \$500 threshold. ***“Reports shall disclose the specific identification of each contributor who gives a contribution which exceeds \$200.”***

From period beginning:	Through period ending:	Due at office of City Clerk between the hours of 8:00 a.m. to 4:30 p.m.:
Date of first contribution or expenditure	August 29, 2011	August 30 thru September 6, 2011
August 30, 2011	October 24, 2011	October 25 thru October 31, 2011
October 25, 2011	December 8, 2011	December 9 thru December 19, 2011
December 9, 2011	May 8, 2011	May 9 thru May 19, 2011
May 11, 2011	December 31, 2012	January 1, thru January 15, 2013
January 1, 2013	December 31, 2013	January 1 thru January 15, 2014
January 1, 2012	December 31, 2012	January 1 thru January 15, 2015
January 1, 2013	December 31, 2013	January 1 thru January 15, 2016

As a matter of convenience and service to the public, the City Clerk has calculated the prescribed dates as set forth in Form C-1. If there are any errors contained in the calculation of those dates, it is still the responsibility of each and every candidate to ascertain for himself or herself the mandated filing deadlines and to comply with all applicable Oklahoma Statutes, Oklahoma Ethics Commission Rules & Regulations and Tulsa City Ordinances.

Form C-3: Statement of Inactivity

(Section 314 (continued) on Page 20 of the PSEA)

- ◆ This form must be filed in lieu of Form C-1 whenever there have been no contributions received and no expenditures exceeding \$500 during the prescribed reporting periods set forth in Form C-1. Do **NOT** submit both the C-1 and C-3 forms for the same time period. ***“A statement of inactivity must include a statement by the designated agent verifying that a contribution was not received and an expenditure was not made during the reporting period.”***

Form D-1: Designation of Agent

(Section 313 on Page 18 of the PSEA)

- ◆ Once a candidate receives contributions and/or makes expenditures in excess of \$500 in the aggregate, he/she must file this form. If the \$500 threshold is never exceeded, no filings are required under the PSEA. ***“Every candidate or committee shall designate a person to be the agent for the receipt of contributions for reporting purposes.”*** This form is always required to be filed and is due immediately upon the expenditure of \$500 or more. A candidate may act as his/her own agent. Designating an agent does not indicate that a committee has been formed.

Form R-1: Registration of Committees

(Section 311 on Page 16 of the PSEA)

- ◆ This form is required only if a candidate has chosen to have his/her campaign conducted by a committee, and the \$500 threshold has been exceeded.
- ◆ If a candidate plans to have a committee conducting his/her campaign and exceeds the \$500 threshold, prior to filing for elective office, he/she must file this form according to the prescribed time limits set forth in **Form R-1**. ***“Committees shall register within 10 days of organization or expending more than \$500, subject to exemption in Section 325 on Page 26 of the PSEA”***. This form does not need to be filed if no committee is established.

CITY OF TULSA
PETITION SUPPORTING CANDIDATE FOR OFFICE OF COUNCILOR
For Council District _____

As a Democratic Republican Independent Candidate

(Name of Candidate)

I, the undersigned, hereby petition the County Election Board to file the attached Declaration of Candidacy of the above-named person as a candidate for the office of Councilor and hereby certify that I am a registered voter in the State of Oklahoma, in the City of Tulsa, and that I am eligible to vote for the above-named person as a candidate at an election to be held either on the 13th day of September, 2011, or on the 8th day of November, 2011, wherein said candidate's name could appear on the ballot. That my name, address, and date of signing this petition are as follows:

			Date Signed		
VOTER'S SIGNATURE	VOTER'S NAME (PRINT)	VOTER'S ADDRESS (PRINT)	MO.	DAY	YR.
1.		Street Address			
		Zip Code			
2.		Street Address			
		Zip Code			
3.		Street Address			
		Zip Code			
4.		Street Address			
		Zip Code			
5.		Street Address			
		Zip Code			
6.		Street Address			
		Zip Code			
7.		Street Address			
		Zip Code			
8.		Street Address			
		Zip Code			
9.		Street Address			
		Zip Code			
10.		Street Address			
		Zip Code			
11.		Street Address			
		Zip Code			
12.		Street Address			
		Zip Code			
13.		Street Address			
		Zip Code			
14.		Street Address			
		Zip Code			
15.		Street Address			
		Zip Code			

Witnessed By: _____
(Printed name of circulator)

(Signature of circulator)

CITY OF TULSA
PETITION SUPPORTING CANDIDATE FOR OFFICE OF CITY AUDITOR

As a Democratic Republican Independent Candidate

 (Name of Candidate)

I, the undersigned, hereby petition the County Election Board to file the attached Declaration of Candidacy of the above-named person as a candidate for the office of City Auditor and hereby certify that I am a registered voter in the State of Oklahoma, in the City of Tulsa, and that I am eligible to vote for the above-named person as a candidate at an election to be held either on the 13 day of September, 2011, or on the 8th day of November, 2011, wherein said candidate's name could appear on the ballot. That my name, address, and date of signing this petition are as follows:

			Date Signed		
VOTER'S SIGNATURE	VOTER'S NAME (PRINT)	VOTER'S ADDRESS (PRINT)	MO.	DAY	YR.
1.		Street Address			
		Zip Code			
2.		Street Address			
		Zip Code			
3.		Street Address			
		Zip Code			
4.		Street Address			
		Zip Code			
5.		Street Address			
		Zip Code			
6.		Street Address			
		Zip Code			
7.		Street Address			
		Zip Code			
8.		Street Address			
		Zip Code			
9.		Street Address			
		Zip Code			
10.		Street Address			
		Zip Code			
11.		Street Address			
		Zip Code			
12.		Street Address			
		Zip Code			
13.		Street Address			
		Zip Code			
14.		Street Address			
		Zip Code			
15.		Street Address			
		Zip Code			

Witnessed By: _____
 (Printed name of circulator)

 (Signature of circulator)

“Excerpts from”
TULSA CITY CHARTER



CITY OF
Tulsa
A New Kind of Energy™

1989 AMENDED CHARTER AND
AMENDMENTS

WITH REVISIONS THROUGH MARCH 18, 2011

OFFICE OF THE CITY CLERK
TULSA, OKLAHOMA

ARTICLE VI

ELECTION AND QUALIFICATION OF OFFICERS

SECTION 1.1. MAYOR AND COUNCILORS--ELECTION. On the first Tuesday in April in the year 1990, there shall be elected by the qualified electors of the city at a general election a Mayor, a City Auditor, and nine (9) Councilors. The Councilors to be elected from each of the nine (9) election districts shall be designated as Councilor, Election Districts One (1) through Nine (9), respectively.

SECTION 1.2. TERMS. The term of office of the Mayor elected in the year 2009 shall commence on the first Monday in December in the year 2009, and shall expire on the first Monday in December in the year 2013; thereafter, the Mayor shall serve for a term of four (4) years. The terms of office of the Councilors and the City Auditor elected in the year 2009 shall commence on the first Monday in December in the year 2009, and shall expire on the first Monday in December in the year 2011; thereafter, the City Auditor shall serve for a term of two (2) years. The term of office of the Councilors elected in the year 2009 shall expire on the first Monday in December in the year 2011. The term of office of the Councilors elected in the year 2011 shall commence on the first Monday in December in the year 2011 and shall expire as follows: the term of office for Councilors in Election Districts 1, 4, and 7 shall serve for a term of one (1) year and shall expire on the first Monday in December 2012; thereafter the Councilors in Election Districts 1, 4, and 7 shall serve for a term of three (3) years. The term of office for Councilors in Election Districts 2, 5, and 8 shall be for a term of two (2) years and shall expire on the first Monday in December in the year 2013; thereafter the Councilors in Election Districts 2, 5, and 8 shall serve for a term of three (3) years. The term of office for Councilors in Election Districts 3, 6, and 9 shall be for a term of three (3) years and shall expire on the first Monday in December in the year 2014; thereafter the Councilors in Election Districts 3, 6, and 9 shall be for a term of three (3) years. All terms of office shall commence and expire at 2:00 o'clock p.m.

NOTE: This section was amended to read as above by an amendment voted November 10, 2009, and approved by the Governor on January 5, 2010. There were 35,719 votes in favor of the amendment and 28,607 votes against the amendment. The title to this amendment read:

Shall the Charter of the City of Tulsa be amended to provide that City Councilors will serve for three-year terms, which shall be staggered so that no more than three council districts will have an election in any one year?

Prior to this amendment, this section read as follows:

SECTION 1.2. TERMS. *The term of office of the Mayor elected in 2006 shall expire on the first Monday in December 2009. The term of office of the Mayor elected in the year 2009 shall commence on the first Monday in December in the year 2009, and shall expire on the first Monday in December in the year 2013; thereafter, the Mayor shall serve for a term of four (4) years. The terms of office of the Councilors and the City Auditor elected in the year 2008 shall commence on the Monday in April immediately following the general election in the year 2008, and shall expire on the first Monday in December in the year 2009; thereafter, the City Auditor and the Councilors shall serve for terms of two (2) years. All terms of office shall commence and expire at 2:00 o'clock p.m.*

1989 Amended Charter and Amendments

NOTE: This section was amended to read as above by an amendment voted April 1, 2008, and approved by the Governor on May 1, 2008. There were 10,142 votes in favor of the amendment and 2,843 votes against the amendment. The title to this amendment read:

Shall the Charter of the City of Tulsa be amended to provide for fall elections in years where an elected officer's term expires by establishing that the declaration of candidacy will be filed starting the second Monday through the next succeeding Wednesday in July 2009 and during the same period every year thereafter that an elected official's term expires; for primary elections to be held in September 2009 on the date established by state law, and every year thereafter that an elected official's term expires; and for general elections to be held in November 2009 on the date established by state law, and every year thereafter that an elected official's term expires?

Prior to this amendment, this section read as follows:

SECTION 1.2. TERMS. *The term of office of the Mayor elected in the year 2010 shall commence on the Monday in April immediately following the general election in the year 2010 and shall expire on the Monday in April immediately following the general election in the year 2014; thereafter, the Mayor shall serve for a term of four (4) years. The terms of office of the Councilors and the City Auditor elected in the year 2008 shall commence on the Monday in April immediately following the general election in the year 2008 and shall expire on the Monday in April immediately following the general election in the year 2010; thereafter, the City Auditor and the Councilors shall serve for terms of two (2) years. All terms of office shall commence and expire at 2:00 o'clock p.m.*

NOTE: This section was amended to read as above by an amendment voted April 4, 2006, and approved by the Governor on June 6, 2006. There were 61,443 votes in favor of the amendment and 10,778 votes against the amendment. The title to this amendment read:

Shall the Charter of the City of Tulsa be amended to establish election dates and terms of office to correspond with state law providing for the conduct of elections by county election boards?

Prior to this amendment, this section read as follows:

SECTION 1.2. TERMS. *The term of office of the Mayor elected in the year 1990 shall commence on the first Tuesday after the first Monday in May in the year 1990 and shall expire on the first Monday in April in the year 1994; thereafter, the Mayor shall serve for a term of four (4) years. The terms of office of the Councilors and the City Auditor elected in the year 1990 shall commence on the first Tuesday after the first Monday in May in the year 1990 and shall expire on the first Monday in April in the year 1992; thereafter, the City Auditor and the Councilors shall serve for terms of two (2) years. All terms of office shall commence and expire at 2:00 o'clock p.m.*

SECTION 1.3. GENERAL ELECTIONS. *In November in the year 2011, and in November each year thereafter in which an elected officer's term expires, a general election shall be held on the day specified by the laws of Oklahoma for the election of those officers whose terms expire.*

1989 Amended Charter and Amendments

NOTE: This section was amended to read as above by an amendment voted November 10, 2009, and approved by the Governor on January 5, 2010. There were 35,719 votes in favor of the amendment and 28,607 votes against the amendment. The title to this amendment read:

Shall the Charter of the City of Tulsa be amended to provide that City Councilors will serve for three-year terms, which shall be staggered so that no more than three council districts will have an election in any one year?

Prior to this amendment, this section read as follows:

SECTION 1.3. GENERAL ELECTIONS. *In November in the year 2009, and in November every year thereafter in which an elected officer's term expires, a general election shall be held on the day specified by the laws of Oklahoma for the election of those officers whose terms expire.*

NOTE: This section was amended to read as above by an amendment voted April 1, 2008, and approved by the Governor on May 1, 2008. There were 10,142 votes in favor of the amendment and 2,843 votes against the amendment. The title to this amendment read:

Shall the Charter of the City of Tulsa be amended to provide for fall elections in years where an elected officer's term expires by establishing that the declaration of candidacy will be filed starting the second Monday through the next succeeding Wednesday in July 2009 and during the same period every year thereafter that an elected official's term expires; for primary elections to be held in September 2009 on the date established by state law, and every year thereafter that an elected official's term expires; and for general elections to be held in November 2009 on the date established by state law, and every year thereafter that an elected official's term expires?

Prior to this amendment, this section read as follows:

SECTION 1.3. GENERAL ELECTIONS. *In April in the year 2008 and in April each two (2) years thereafter on the day specified by the laws of Oklahoma, a general election shall be held for the election of those officers whose terms expire.*

NOTE: This section was amended to read as above by an amendment voted April 4, 2006, and approved by the Governor on June 6, 2006. There were 61,443 votes in favor of the amendment and 10,778 votes against the amendment. The title to this amendment read:

Shall the charter of the City of Tulsa be amended to establish election dates and terms of office to correspond with state law providing for the conduct of elections by county election boards?

Prior to this amendment, this section read as follows:

SECTION 1.3. GENERAL ELECTIONS. *On the second Tuesday in March in the year 1996, and on the same day each two (2) years thereafter, a general election shall be held for the election of those officers whose terms expire.*

NOTE: This section was amended to read as above by an amendment voted March 1, 1994, and approved by the Governor on May 2, 1994. There were 47,564 votes in favor of the amendment and 19,802 votes against the amendment. The title to this amendment read:

Shall the existing Charter of the City of Tulsa, as heretofore amended, be further amended to change the General Elections from the first Tuesday in March to the second Tuesday in March in the year 1996, and on the same day each two (2) years thereafter?

Prior to this amendment, this section read as follows:

SECTION 1.3. GENERAL ELECTIONS. *On the first Tuesday in March in the year 1992 and each two (2) years thereafter, a general election shall be held for the election of those officers whose terms expire.*

SECTION 1.4. QUALIFICATION OF ELECTORS. All qualified electors of the city, as determined by Oklahoma law and the rules of the State Election Board, may vote in the election of the Mayor and the City Auditor. Only qualified electors of the city residing in an election district, as determined by Oklahoma law and the rules of the State Election Board, or those who have changed their residency in the city within a period of time which would prevent valid registration to vote in their new election district prior to the current election, may vote in the election of the Councilor for that election district.

NOTE: This section was amended to read as above by an amendment voted April 1, 2008, and approved by the Governor on May 1, 2008. There were 9,710 votes in favor of the amendment and 3,355 votes against the amendment. The title to this amendment read:

Shall the Charter of the City of Tulsa be amended to provide that a qualified elector of an election district, as determined by Oklahoma law and the rules of the State Election Board, will still be eligible to vote in an election district if the qualified elector's change in residence is within the period of time which would prevent valid registration in their new election district prior to the current election?

Prior to this amendment, this section read as follows:

SECTION 1.4. QUALIFICATION OF ELECTORS. *All qualified electors of the city may vote in the election of the Mayor and the City Auditor. Only qualified electors of the city residing in an election district may vote in the election of the Councilor for that election district.*

SECTION 2. PRIMARY ELECTIONS. In September in odd-numbered years and in August in even-numbered years in each year in which an elected officer's term expires, a primary election shall be held on the day specified by the laws of Oklahoma, at which time the several political parties shall nominate candidates for the office of those whose terms expire. Only qualified electors residing in an election district may vote in the primary election of their political party for candidates for the office of Councilor for such election district. All qualified electors residing in the City may vote in the primary election of their political party for candidates for the office of Mayor and City Auditor. The candidate for each office receiving the greatest number of votes at such primary election shall be deemed nominated.

NOTE: This section was amended to read as above by an amendment voted November 2, 2010, and approved by the Governor on March 18, 2011. There were 56,782 votes in favor of the amendment and 43,087 votes against the amendment. The title to this amendment read:

Shall the Charter of the City of Tulsa be amended to provide for primary elections in the City of Tulsa to be held in September in odd-numbered years and in August in even-numbered years, on the dates provided by Oklahoma law for County Election Boards to conduct elections, in each year in which an elected officer's term expires?

Prior to this amendment, this section read as follows:

SECTION 2. PRIMARY ELECTIONS. *In September in the year 2011, and in September each year thereafter in which an elected officer's term expires, a primary election shall be held on the day specified by the laws of Oklahoma, at which time the several political parties shall nominate candidates for the office of those whose terms expire. Only qualified electors residing in an election district may vote in the primary election of their political party for candidates for the office of Councilor for such election district. All qualified electors residing in the city may vote in the primary election of their political party for candidates for the office of Mayor and City Auditor. The candidate for each office receiving the greatest number of votes at such primary elections shall be deemed nominated.*

NOTE: This section was amended to read as above by an amendment voted November 10, 2009, and approved by the Governor on January 5, 2010. There were 35,719 votes in favor of the amendment and 28,607 votes against the amendment. The title to this amendment read:

Shall the Charter of the City of Tulsa be amended to provide that City Councilors will serve for three-year terms, which shall be staggered so that no more than three council districts will have an election in any one year?

Prior to this amendment, this section read as follows:

SECTION 2. PRIMARY ELECTIONS. *In September in the year 2009, and in September every year thereafter in which an elected officer's term expires, a primary election shall be held on the day specified by the laws of Oklahoma, at which time the several political parties shall nominate candidates for the office of those whose terms expire. Only qualified electors residing in an election district may vote in the primary election of their political party for candidates for the office of Councilor for such election district. All qualified electors residing in the city may vote in the primary election of their political party for candidates for the office of Mayor and City Auditor. The candidate for each office receiving the greatest number of votes at such primary election shall be deemed nominated.*

NOTE: This section was amended to read as above by an amendment voted April 1, 2008, and approved by the Governor on May 1, 2008. There were 10,142 votes in favor of the amendment and 2,843 votes against the amendment. The title to this amendment read:

Shall the Charter of the City of Tulsa be amended to provide for fall elections in years where an elected officer's term expires by establishing that the declaration of

candidacy will be filed starting the second Monday through the next succeeding Wednesday in July 2009 and during the same period every year thereafter that an elected official's term expires; for primary elections to be held in September 2009 on the date established by state law, and every year thereafter that an elected official's term expires; and for general elections to be held in November 2009 on the date established by state law, and every year thereafter that an elected official's term expires?

Prior to this amendment, this section read as follows:

SECTION 2. PRIMARY ELECTIONS. *In February in the year 2008 and in February each two (2) years thereafter on the day specified by the laws of Oklahoma, there shall be held in the city a primary election at which time the several political parties shall nominate candidates to fill the office of those whose terms expired. Only qualified electors of an election district may vote in the primary election of their political party for candidates for the office of Councilor for that election district. All qualified electors residing in the city may vote in the primary election of their political party for candidates for the office of Mayor and City Auditor. The candidate for each office receiving the greatest number of votes at such primary election shall be deemed nominated.*

NOTE: This section was amended to read as above by an amendment voted April 1, 2008, and approved by the Governor on May 1, 2008. There were 9,710 votes in favor of the amendment and 3,355 votes against the amendment. The title to this amendment read:

Shall the Charter of the City of Tulsa be amended to provide that a qualified elector of an election district, as determined by Oklahoma law and the rules of the State Election Board, will still be eligible to vote in an election district if the qualified elector's change in residence is within the period of time which would prevent valid registration in their new election district prior to the current election?

Prior to this amendment, this section read as follows:

SECTION 2. PRIMARY ELECTIONS. *In February in the year 2008 and in February each two (2) years thereafter on the day specified by the laws of Oklahoma, there shall be held in the city a primary election at which time the several political parties shall nominate candidates to fill the office of those whose terms expire. Only qualified electors residing in an election district may vote in the primary election of their political party for candidates for the office of Councilor for such election district. All qualified electors residing in the city may vote in the primary election of their political party for candidates for the office of Mayor and City Auditor. The candidate for each office receiving the greatest number of votes at such primary election shall be deemed nominated.*

NOTE: This section was amended to read as above by an amendment voted April 4, 2006, and approved by the Governor on June 6, 2006. There were 61,443 votes in favor of the amendment and 10,778 votes against the amendment. The title to this amendment read:

Shall the charter of the City of Tulsa be amended to establish election dates and terms of office to correspond with state law providing for the conduct of elections by county election boards?

Prior to this amendment, this section read as follows:

SECTION 2. PRIMARY ELECTIONS. *On the first Tuesday in February in the year 1990, there shall be held in the city a primary election at which time the several political parties shall nominate candidates for the offices of Mayor, City Auditor, and Councilor; thereafter, a primary election for election of candidates to fill the office of those whose terms expire shall be held each two (2) years on the first Tuesday in February. Only qualified electors residing in an election district may vote in the primary election of their political party for candidates for the office of Councilor for such election district. All qualified electors residing in the city may vote in the primary election of their political party for candidates for the office of Mayor and City Auditor. The candidate for each office receiving the greatest number of votes at such primary election shall be deemed nominated.*

SECTION 3.1. FILING FOR OFFICE--POLITICAL PARTIES. Any person who desires to be nominated by a political party as its candidate for a city office shall file with the Election Board of Tulsa County or its successor a Declaration of Candidacy which shall contain:

A. The name and residence street address of the person as it appears on the voter registration records;

B. The name of the office sought;

C. The name of the political party of which the person desires to become the nominee, which shall be the political party to which the person belongs as shown on the voter registration records; and

D. A filing fee in the form of a cashier's check or certified check made payable to the City of Tulsa in the amount of Fifty Dollars (\$50.00) for candidates filing for the office of Mayor, Councilor or City Auditor; or, in lieu of the filing fee, a petition supporting a candidate's filing signed by at least three hundred (300) qualified electors from the city at large if the candidate seeks the office of Mayor or City Auditor or from the election district if the candidate seeks the office of Councilor from an election district.

NOTE: This section was amended to read as above by an amendment voted March 10, 1998, and approved by the Governor on June 16, 1998. There were 50,460 votes in favor of the amendment and 20,232 votes against the amendment. The title to this amendment read:

Shall the existing charter of the City of Tulsa, as heretofore amended, be further amended to require candidates for elected city offices to either pay a filing fee or file an election petition in specified form, with provision for refund of filing fee in certain circumstances?

Prior to this amendment, this section read as follows:

SECTION 3.1. FILING FOR OFFICE--POLITICAL PARTIES. Any person who desires to be nominated by a political party as its candidate for a city office shall file with the Election Board of Tulsa County or its successor a Declaration of Candidacy which shall state:

A. The name and residence street address of the person as it appears on the voter registration records;

B. The name of the office sought; and

C. The name of the political party of which the person desires to become the nominee, which shall be the political party to which the person belongs as shown on the voter registration records.

SECTION 3.2. FILING FOR OFFICE--INDEPENDENT CANDIDATES. Any person who desires to be an independent candidate for a city office shall file with the Election Board of Tulsa County or its successor a Declaration of Candidacy which shall state:

A. The name and residence street address of the person as it appears on the voter registration records; and

B. The name of the office sought.

The Declaration of Candidacy of the independent candidate shall have attached a supporting petition which shall be signed by at least three hundred (300) qualified electors from the city at large if the independent candidate seeks the office of Mayor or City Auditor or from the election district if the independent candidate seeks the office of Councilor from an election district.

SECTION 3.3. REFUND OF FILING FEE. A filing fee paid by a candidate who is unopposed at the primary election, or who receives at the first election wherein his name appears on a ballot more than fifteen percent (15%) of the votes cast for the office for which he is a candidate, shall be refunded. Otherwise, the filing fee shall be forfeited to the City of Tulsa.

NOTE: This section was added by an amendment voted March 10, 1998, and approved by the Governor on June 16, 1998. There were 50,460 votes in favor of the amendment and 20,232 votes against the amendment. The title to this amendment read:

Shall the existing charter of the City of Tulsa, as heretofore amended, be further amended to require candidates for elected city offices to either pay a filing fee or file an election petition in specified form, with provision for refund of filing fee in certain circumstances?

SECTION 3.4. TIME OF FILING. Declarations of Candidacy shall be filed no earlier than 8:00 o'clock a.m. on the second Monday in July 2011 and no later than 5:00 o'clock p.m. on the succeeding Wednesday and during the same period each year thereafter in which an elected officer's term expires.

NOTE: This section was amended to read as above by an amendment voted November 10, 2009, and approved by the Governor on January 5, 2010. There were 35,719 votes in favor of the amendment

and 28,607 votes against the amendment. The title to this amendment read:

Shall the Charter of the City of Tulsa be amended to provide that City Councilors will serve for three-year terms, which shall be staggered so that no more than three council districts will have an election in any one year?

Prior to this amendment, this section read as follows:

SECTION 3.4. TIME OF FILING. *Declarations of Candidacy shall be filed no earlier than 8:00 o'clock a.m. on the second Monday in July 2009 and no later than 5:00 o'clock p.m. on the next succeeding Wednesday and during the same period every year thereafter in which an elected officer's term expires.*

NOTE: This section was amended to read as above by an amendment voted April 1, 2008, and approved by the Governor on May 1, 2008. There were 10,142 votes in favor of the amendment and 2,843 votes against the amendment. The title to this amendment read:

Shall the Charter of the City of Tulsa be amended to provide for fall elections in years where an elected officer's term expires by establishing that the declaration of candidacy will be filed starting the second Monday through the next succeeding Wednesday in July 2009 and during the same period every year thereafter that an elected official's term expires; for primary elections to be held in September 2009 on the date established by state law, and every year thereafter that an elected official's term expires; and for general elections to be held in November 2009 on the date established by state law, and every year thereafter that an elected official's term expires?

Prior to this amendment, this section read as follows:

SECTION 3.4. TIME OF FILING. *Declarations of Candidacy shall be filed no earlier than 8:00 o'clock a.m. on the second Monday in January 1990 and no later than 5:00 o'clock p.m. on the next succeeding Wednesday and during the same period each two (2) years thereafter.*

NOTE: This section was renumbered from Section 3.3 to Section 3.4 by an amendment voted March 10, 1998, and approved by the Governor on June 16, 1998. There were 50,460 votes in favor of the amendment and 20,232 votes against the amendment. The title to this amendment read:

Shall the existing charter of the City of Tulsa, as heretofore amended, be further amended to require candidates for elected city offices to either pay a filing fee or file an election petition in specified form, with provision for refund of filing fee in certain circumstances?

SECTION 4. CALLING ELECTIONS. The Mayor shall issue proclamations and notices calling all elections in the city. Election proclamations, notices, and a list of polling places shall be published in a newspaper of general circulation in the city at least ten (10) days prior to the date of each election.

SECTION 5. STATE LAWS APPLY TO ALL ELECTIONS. Except as otherwise provided in this amended Charter, all City elections and recounts of votes shall be conducted and the qualifications of electors determined in accord with the laws of Oklahoma, except that election returns shall be canvassed by the Council. In addition to the dates specified by the laws of Oklahoma, any special election of the City of Tulsa may also be called and held on the Primary and General Election dates. The Council may by ordinance authorize the casting of absentee ballots in city elections and establish the procedure therefor.

NOTE: This section was amended to read as above by an amendment voted February 13, 1996, and approved by the Governor on June 21, 1996. There were 47,424 votes in favor of the amendment and 7,955 votes against the amendment. The title to this amendment read:

Shall the existing Charter of the City of Tulsa, as heretofore amended, be further amended to provide that any special election of the City of Tulsa may be called and held on the primary and general election dates?

Prior to this amendment, this section read as follows:

SECTION 5. STATE LAWS APPLY TO ALL ELECTIONS. Except as otherwise provided in this amended Charter, all city elections and recounts of votes shall be conducted and the qualifications of electors determined in accord with the laws of Oklahoma, except that election returns shall be canvassed by the Council. The Council may by ordinance authorize the casting of absentee ballots in city elections and establish the procedure therefor.

SECTION 6.1. ELECTION DISTRICTS. The city is hereby divided into nine (9) election districts for the purpose of nominating and electing a Councilor from each election district. The election districts shall be numbered, bounded, and described as set forth in Schedule I, attached to and made a part of this amended Charter.

SECTION 6.2. ANNEXATIONS. Upon the annexation of additional territory to the city, the annexing ordinance shall assign the annexed territory to an adjacent election district or districts so as to maintain as nearly as possible equality of population between election districts.

SECTION 6.3. PRECINCT BOUNDARIES. The Council by ordinance may make minor adjustments in the boundaries of an election district to conform the election district boundaries to changes in precinct boundary lines made pursuant to the laws of Oklahoma.

SECTION 7. QUALIFICATION OF OFFICERS. No person shall be eligible to hold the office of Mayor or City Auditor unless such person shall be a qualified elector and resident of the city at the time of filing for the office. In addition, no person shall be eligible to hold the office of City Auditor unless such person is a Certified Public Accountant or Certified Internal Auditor and maintains such certification during his term of office. The person elected City Auditor in the election held November 10, 2009, shall be eligible to hold that office and perform his or her duties, even if that person does not have the required certification, during the term of office beginning the first Monday in December of 2009. Thereafter, or in the event the person elected in November 2009 does not serve a full term, the person holding the office of City Auditor shall be required to comply with the certification requirements set forth herein. No person shall be eligible to hold the office of Councilor for an election district for more than ninety (90) days at the time of filing for the office of

Councilor for that election district. The requirement that a person shall have been a qualified elector of an election district for more than ninety (90) days at the time of filing for the office of Councilor for that election district shall not apply to the election held immediately following the adoption of an Election District Plan; provided, persons desiring to become a candidate for the office of Councilor for an election district shall be qualified electors of the election district at the time of filing for the office of Councilor for that district.

NOTE: This section was amended to read as above by an amendment voted November 10, 2009, and approved by the Governor on January 5, 2010. There were 54,224 votes in favor of the amendment and 10,442 votes against the amendment. The title to this amendment read:

Shall the existing charter of the City of Tulsa, as heretofore amended, be further amended to require that any person filing for and holding the office of City Auditor must be a Certified Public Accountant or Certified Internal Auditor?

Prior to this amendment, this section read as follows:

SECTION 7. QUALIFICATION OF OFFICERS. *No person shall be eligible to hold the office of Mayor or City Auditor unless such person shall be a qualified elector and resident of the city at the time of filing for the office. No person shall be eligible to hold the office of Councilor for an election district unless such person shall have been a qualified elector and resident of the election district for more than ninety (90) days at the time of filing for the office of Councilor for that election district. The requirement that a person shall have been a qualified elector of an election district for more than ninety (90) days at the time of filing for the office of Councilor for that election district shall not apply to the election held immediately following the adoption of an Election District Plan; provided, persons desiring to become a candidate for the office of Councilor for an election district shall be qualified electors of the election district at the time of filing for the office of Councilor for that district.*

NOTE: This section was amended to read as above by an amendment voted April 1, 2008, and approved by the Governor on May 1, 2008. There were 9,710 votes in favor of the amendment and 3,355 votes against the amendment. The title to this amendment read:

Shall the Charter of the City of Tulsa be amended to provide that a qualified elector of an election district, as determined by Oklahoma law and the rules of the State Election Board, will still be eligible to vote in an election district if the qualified elector's change in residence is within the period of time which would prevent valid registration in their new election district prior to the current election?

Prior to this amendment, this section read as follows:

SECTION 7. QUALIFICATION OF OFFICERS. *No person shall be eligible to hold the office of Mayor or City Auditor unless such person shall be a qualified elector and resident of the city at the time of filing for the office. No person shall be eligible to hold the office of Councilor for an election district unless such person shall have been a qualified elector of the election district for more than ninety (90) days at the time of filing for the office of Councilor for that election district. The requirement that a person shall have been a qualified elector of an election district*

for more than ninety (90) days at the time of filing for the office of Councilor for that election district shall not apply to the election held immediately following the adoption of an Election District Plan; provided, persons desiring to become a candidate for the office of Councilor for an election district shall be qualified electors of the election district at the time of filing for the office of Councilor for that district.

SECTION 8. FILLING VACANCIES IN ELECTIVE OFFICES. Vacancies in elective offices whether by death, resignation, removal, or recall shall be filled as follows:

A. If a vacancy shall occur in the office of Mayor, City Auditor, or a Councilor more than one (1) year prior to the next general election, the Council shall provide for the calling of a special election at the earliest time allowed under the laws of Oklahoma applicable to special elections to fill the vacancy for the remainder of the unexpired term; the candidate receiving the greatest number of votes at the special election shall be deemed elected;

B. If a vacancy shall occur in the office of Mayor less than one (1) year prior to the next general election, the Temporary Mayor shall serve as Mayor for the remainder of the unexpired term;

C. If a vacancy shall occur in the office of City Auditor less than one (1) year prior to the next general election, the Mayor shall appoint a qualified elector of the city to fill the vacancy for the remainder of the unexpired term, subject to confirmation by a majority vote of the entire membership of the Council; and

D. If a vacancy shall occur in the office of a Councilor less than one (1) year prior to the next general election, the Council, by a majority vote of the remaining membership of the Council shall appoint a qualified elector of the election district in which the vacancy exists to fill the vacancy for the remainder of the unexpired term.

SECTION 9. IMPLEMENTATION. The Council may adopt ordinances to provide for the holding of special elections and to establish procedures for conducting elections not inconsistent with the provisions of this amended Charter or the laws of Oklahoma.

SECTION 10.1. ELECTION DISTRICT COMMISSION. There is hereby created an Election District Commission which shall consist of three (3) members. The governing body of the two (2) political parties having the largest number of registered voters within the city as of the date of the preceding general election shall each appoint one (1) member of the Election District Commission. The Mayor shall appoint one (1) member, subject to confirmation by a majority vote of the entire membership of the Council. The appointments shall be made and the Election District Commission shall be organized no later than the 31st day of January, 1991, and no later than the 31st day of January of each tenth year thereafter. In the event the members of the Election District Commission are not appointed within the times herein provided, such appointments shall be made by the Presiding Judge of the District Court of Tulsa County. Persons holding an elected office shall be ineligible for appointment to the Election District Commission. If a vacancy shall occur in the Election District Commission, a qualified successor shall be appointed within twenty (20) days after the date the vacancy occurs as provided for original appointments.

SECTION 10.2. ADJUSTMENT OF ELECTION DISTRICT BOUNDARIES. The Election District Commission shall adjust the boundaries of Election Districts each ten (10) years after the completion of the Federal Decennial Census. The Election District Commission shall

determine the population of the city and each existing election district according to the preceding Federal Decennial Census and shall prepare a proposed Election District Plan. Each district shall consist of contiguous, compact territory and be as nearly equal in population as possible. The district boundary lines shall conform with precinct boundary lines. The Election District Plan shall establish the population and boundaries of each election district. The proposed Election District Plan shall include a map and description of the districts. The Election District Commission shall hold at least one (1) public hearing on the proposed Election District Plan. Notice of the hearing shall be published in a newspaper of general circulation in the city at least ten (10) days prior to the date of the hearing.

SECTION 10.3. ADOPTION OF ELECTION DISTRICT PLAN. Within six (6) months after the appointment of its members, the Election District Commission shall adopt and file with the City Clerk an Election District Plan which shall supersede Schedule I attached to this amended Charter and subsequently adopted Election District Plans. All members of the Council shall thereafter be elected in accord with the Election District Plan.

SECTION 10.4. DUTIES MINISTERIAL. The duties of the Election District Commission shall be ministerial and the performance thereof may be compelled by appropriate action. The terms of the office of the members of the Election District Commission shall expire when each Election District Plan becomes final.

SECTION 10.5. JUDICIAL REVIEW. Any qualified elector of the city may seek a review of an adopted Election District Plan by filing a petition for review in the District Court of Tulsa County within thirty (30) days after the filing of the Election District Plan with the City Clerk. If a petition for review is not filed within such time, the Election District Plan shall become final. The District Court shall determine whether the Election District Plan complies with the provisions of this amended Charter. In the event the District Court shall determine that the Election District Plan does not comply, the District Court shall modify the Election District Plan to comply with the provisions of this amended Charter. Appeals from the final decision of the District Court may be taken as provided by law.

REGISTRATION: Committees

FORM R-1 11/07	EC OFFICE USE
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Please type or print clearly in ink.

1. NAME OF COMMITTEE: (Full Exact Name, Do Not Abbreviate)

Street Address

City State Zip

2. PURPOSE OF COMMITTEE: (Check only one, then provide additional information on line checked)

<input type="checkbox"/> Candidate	Candidate's Name (Last, First, Middle)	Office Sought	District/County/City	Party Affiliation
<input type="checkbox"/> Proposition or Measure Committee	Name or Description of proposition or measure		For	Against
<input type="checkbox"/> Special Interest	(County or Municipal other than utility franchise)			
<input type="checkbox"/> Special Interest	(Associated with a business, association, labor union, or similar organization)			
<input type="checkbox"/> Other	(Explain fully on an attached sheet)		Brief Description	

3. DURATION: Will Committee continue beyond next election? <input type="checkbox"/> Yes <input type="checkbox"/> No	4. DATE: General/Special Election MM/DD/YY	5. FEC ID NUMBER: (Federal Committees Only)
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6. OFFICERS:

Chairman	Name (Last, First, Middle)	Address (Street, City, State, Zip)
Vice-Chairman		
Treasurer		
Staff Director		

7. DESIGNATED AGENT:

Name	Daytime Phone No.
Address	City State Zip

8. DEPOSITORIES: Please list all banks, safety boxes or other depositories used by the above-named organization, committee or party. List primary depository first; use attached sheet if necessary.

Institution Name	City	Description (Account, Safety Deposit Box...) & Number

9. CONNECTED ORGANIZATIONS: List all affiliated or connected organizations and indicate their relationship to this committee. List primary connected organization first; use attached sheet if necessary.

Organization Name	Address (Street, City, State, Zip)	Relationship

10. CERTIFICATE: We certify that the above information is true, complete and correct.

Chairman's Signature	Date	Designated Agent's Signature	Date
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INSTRUCTIONS

Please consult 51 O.S. 2001, §§ 301-325 when completing this registration.

WHO MUST FILE:

Committees which have accepted contributions or made expenditures in excess of \$500 in the aggregate in support of or in opposition to county, municipal or school board candidates or county or municipal issues or ballot measures.

WHEN TO FILE:

Within 10 days of accepting contributions or making expenditures in excess of \$500 in the aggregate
 Within 10 days of any change in information on R-1

WHERE TO CALL WITH QUESTIONS:

Ethics Commission
 (405) 521-3451

WHERE TO FILE:

Ethics Commission ----- county candidates and committees supporting or opposing county candidates/issues
 Municipal Clerk ----- municipal candidates and committees supporting or opposing municipal candidates/issues
 Board of Education Clerk--- school board candidates and committees supporting or opposing school board candidates

MAXIMUM CONTRIBUTIONS to local candidates or organizations or committees supporting or opposing them:

<p>From a person or family: \$5,000 annually to an organization or committee [non-candidate] or party \$1,000 for an entire campaign to a local candidate \$5,000 for an entire campaign to a county or municipal candidate or candidate's committee in a municipality or county with more than 250,000 population</p>	<p>From an Organization or Committee [non-candidate]: \$5,000 annually to another organization or committee [non-candidate] party \$1,000 for an entire campaign to a local candidate \$5,000 for an entire campaign to a county or municipal candidate or candidate's committee in a municipality or county with more than 250,000 population</p>
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Maximum limits to candidates or candidate committees are for the entire campaign (from the first contribution or expenditure to the last) while maximum limits to other committees are for calendar years. No candidate or candidate committee may receive more than the maximum allowable contribution from a contributor during an entire campaign. No non-candidate committee may receive more than the maximum allowable contribution during any calendar year.

CONTRIBUTIONS to organizations/committees formed to support or oppose local issues or ballot measures: NO LIMIT

CORPORATE CONTRIBUTIONS:

Contributions to candidates, candidate committees or political parties	Prohibited
Contributions to organizations or committees supporting or opposing candidates	Prohibited
Contributions to organizations or committees supporting or opposing local issues/ballot measures	Allowed
Administrative expenses to its own separate segregated fund	Allowed

OTHER REPORTS REQUIRED:

C-1 (campaign contributions and expenditures report for all local candidates, organizations, committees and parties)
 D-1 (designation of agent and subagents for all local candidates, organizations, committees and parties))

DESIGNATION OF AGENT

FORM D-1 11/07	EC OFFICE USE
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Please type or print clearly in ink.

NAME OF CANDIDATE OR COMMITTEE: (Do not abbreviate)

Business Address (Street or Box, City, State, Zip)

CHECK YOUR FILING STATUS: (mark only one box)

<input type="checkbox"/> A CANDIDATE OR CANDIDATE COMMITTEE.	Name of candidate
<input type="checkbox"/> A POLITICAL ACTION COMMITTEE.	Name of Corporation or Organization:
<input type="checkbox"/> A POLITICAL PARTY.	Central Committee/District/County/Club:
<input type="checkbox"/> AN AGENT.	Name of candidate or committee represented:

Candidate or Candidate Committees only: (fill in each applicable blank)		
Office Title:	Position Number:	District/City/County
Date of Primary Election:	Date of Runoff Primary Election:	Date of General Election:

DESIGNATION OF AGENT: NAME	DAYTIME PHONE NO.
ADDRESS	CITY STATE ZIP

DESIGNATION OF SUBAGENTS: NAME	ADDRESS	DAYTIME PHONE NUMBER

AGENT/SUBAGENTS REMOVED: NAME	TERM OF SERVICE (from date of appointment to present)

CERTIFICATE: I certify that the above information is true, complete and correct.

Candidate, Chairman or Agent's Signature (person serving as appointing authority) _____ Date _____

X

INSTRUCTIONS

Please consult Sections 301 through 325 of Title 51 of the Oklahoma Statutes when completing this report.

WHO MUST FILE:

County, municipal and school board candidates who accept contributions or make expenditures exceeding \$500 during a campaign
 Committees (supporting or opposing county, municipal/school board or county/municipal issues) which accept contributions or make expenditures exceeding \$500 in the aggregate in a calendar year

WHERE TO FILE:

Municipal Candidates/Issues:
 Municipal Clerk
School Board Candidates:
 Clerk of the Board of Education
County Candidates/Issues: Ethics Comm.

WHEN TO FILE:

Within 10 days of receiving contributions or making expenditures in excess of \$500; and
 Immediately after any change in the information reported

WHERE TO CALL WITH QUESTIONS:

Ethics Commission
 (405) 521-3451

WHO TO DESIGNATE:

Candidates may designate any person [except county candidates cannot designate classified state employees] including the candidate. Committee may designate any person [other than a classified state employee] as its agent or subagent. A candidate or an agent may designate as many subagents as he/she deems fit.

RESPONSIBILITY OF AGENTS/SUBAGENTS:

Agents/subagents shall be responsible for receiving and expending contributions. Each agent/subagent shall maintain written records of all contributions and expenditures handled by him/her. The written records shall be the property of the candidate or committee and shall be delivered to such immediately upon demand or removal of the agent/subagent.

MAXIMUM CONTRIBUTIONS to local candidates or organizations, committees or parties supporting or opposing them:

<p>From a person or family: \$5,000 annually to an organization, committee or party \$1,000 for an entire campaign to a local candidate \$5,000 for an entire campaign to a municipal or county candidate or candidate's committee in a municipality or county with more than 250,000 population</p>	<p>From an Organization, Committee or Party: \$5,000 annually to another committee \$1,000 for an entire campaign to a local candidate \$5,000 for an entire campaign to a municipal or county candidate or candidate's committee in a municipality or county with more than 250,000 population</p>
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CONTRIBUTIONS to organizations/committees formed to support or oppose local issues or ballot measures: NO LIMIT

CORPORATE CONTRIBUTIONS:

Contributions to candidates, candidate committees or political parties	Prohibited
Contributions to organizations or committees supporting or opposing candidates	Prohibited
Contributions to organizations or committees supporting or opposing local issues/ballot measures	Allowed
Administrative expenses to its own separate segregated fund	Allowed

OTHER REPORTS REQUIRED:

R-1 (registration of organizations, committees and parties supporting or opposing local candidates or issues only)
 C-1 (campaign contributions and expenditures reports for all local candidates, organizations, committees and parties)

CAMPAIGN CONTRIBUTIONS AND EXPENDITURES REPORT

check if FINAL

FORM
C-1
11/07

EC OFFICE USE

Please type or print clearly in black ink.

1. NAME OF CANDIDATE OR COMMITTEE		DATE OF REPORT	
2. ADDRESS OF CANDIDATE OR COMMITTEE			
3. OFFICE SOUGHT	REPORT PERIOD	from: (beginning of period)	to: (end of period)
			Year of General or Special General Election (circle one)

LISTED BELOW ARE THE CONTRIBUTIONS RECEIVED AND THE EXPENDITURES MADE WHICH ARE REQUIRED BY LAW TO BE REPORTED. Attach additional sheets as necessary to provide complete information.

4. CARRYOVER FROM PREVIOUS CAMPAIGN OR CUMULATIVE PERIOD (new campaign or period)		\$	
CONTRIBUTIONS			
5. GRAND TOTAL OF CONTRIBUTIONS FROM PREVIOUS REPORT (after filing first report)		\$	
6. Date accepted	Name and address of contributors of more than \$200.00	Nature of contribution: cash, check or in-kind (describe)	Amount
			Total contribution during campaign or calendar year
			\$
			\$
			\$
			\$
7. TOTAL OF OTHER CONTRIBUTIONS \$200 OR LESS THIS REPORTING PERIOD (not itemized)		\$	
8. TOTAL CONTRIBUTIONS THIS REPORTING PERIOD (add line 6 to line 7)		\$	
9. GRAND TOTAL-ALL CONTRIBUTIONS FOR CAMPAIGN OR CUMULATIVE PERIOD (4 or 5 + 8)		\$	

EXPENDITURES			Amount
10. GRAND TOTAL OF EXPENDITURES FROM PREVIOUS REPORT			\$
11. Personal services			\$
12. Printing			\$
13. Radio and television			\$
14. Billboards			\$
15. Advertising - general			\$
16. CONTRIBUTIONS TO OTHER CAMPAIGNS - Candidates and Candidate Committees			\$
16a. Contributions to other campaigns - All committees, except for candidate committees, must identify recipients of contributions to other campaigns following verification of acceptance of amounts aggregating in excess of \$200.00 by name, address, amount of contribution and total amount of contributions during the campaign or calendar year:			
(a) Name and address of recipients of contributions of more than \$200	(b) Amount	(c) Total contribution during campaign or calendar year	
	\$	\$	
	\$	\$	
Total contributions to other campaigns of \$200 or less this reporting period (not itemized)	\$		
TOTAL CONTRIBUTIONS TO OTHER CAMPAIGNS - Other Committees. Total amounts in column (b).			\$
17. Miscellaneous			\$
18. TOTAL EXPENDITURES THIS REPORTING PERIOD (add lines 11 through 17)			\$
19. GRAND TOTAL-ALL EXPENDITURES FOR CAMPAIGN OR CUMULATIVE PERIOD (add line 10 to line 18)			\$

20. BALLOT INFORMATION: candidates or candidate committees, please indicate whether the candidate's name appeared on the ballots for the following elections.	PRIMARY [] yes [] no	RUNOFF PRIMARY [] yes [] no	GENERAL [] yes [] no
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21. To the best of my knowledge and belief, the above is a true and correct compilation.
Candidate's, Chairperson's or Designated Agent's Signature _____

22. NOTARIZATION: Subscribed and sworn to before me this _____ day of _____, _____.

My commission expires _____
Notary's Signature _____

[SEAL]

WHERE TO CALL WITH QUESTIONS:

Ethics Commission
(405) 521-3451

EC FORM
C-1
REV. 11/07

**CAMPAIGN CONTRIBUTIONS
AND EXPENDITURES
REPORT**

INSTRUCTIONS

Please consult Title 51 O.S. 2001, §§ 301-325 when completing this report.

WHO MUST REPORT:

Each candidate [or candidate committee] for county, municipal or school board office who/which accepts contributions or makes expenditures exceeding \$500 in the aggregate during a campaign, and each committee supporting or opposing county, municipal or school board candidates or county or municipal issues which accepts contributions or makes expenditures exceeding \$500 in the aggregate in a calendar year, must file campaign contributions and expenditures reports [form C-1] following registration [filing form D-1/R-1] until a FINAL report is filed. A statement of inactivity [form C-3] may be filed in lieu of the form C-1 for periods during which the candidate or committee has no activity (contributions or expenditures).

WHEN TO FILE CAMPAIGN CONTRIBUTIONS AND EXPENDITURES REPORTS (C-1's):

County, Municipal and School Board Elections		County/Municipal/School Board Candidates & County, Municipal Issues & committees supporting or opposing	County/Municipal/School Board Candidates, County/Municipal Issues & committees supporting or opposing
C-1 or C-3 Report	Due at office of Clerk [Municipal or Board of Education] between:	From period beginning:	Through period ending:
Form C-1/C-3 [candidates]	14th and 10th day before Primary	Date 1st contribution/expenditure	15th day before Primary
Form C-1/C-3 [both]:	14th and 10th day before General	14th day before Primary	15th day before General
Form C-1/C-3 [both]:	31st and 40th day after General	14th day before General	30th day after General
Form C-1/C-3 [candidates]:	6 mo to 6 mo & 10 days after General	31st day after General	6 mo after General
Form C-1/C-1 [issues]	6 mo to 6 mo & 10 days after General	Date of General Election	6 mo after General
Form C-1/C-3 [both]:	January 1 and January 15, 200X	6 mo & 1 day after General	December 31, 200X
Form C-1/C-3 [both]:	January 1 and January 15, 200X	January 1, 200X	December 31, 200X
Form C-1/C-3 [both]:	January 1 and January 15, 200X	January 1, 200X	December 31, 200X
Form C-1/C-3 [both]:	January 1 and January 15, 200X	January 1, 200X	December 31, 200X

FINAL C-1: Candidates or committees may not file a final C-1 until after an election which determines whether the candidate is elected or defeated or after the candidate has withdrawn or has been stricken from the ballot. Unopposed candidates [those with no opposition in any election] may file a final C-1 after the last day for filing declarations of candidacy. A person who receives contributions but does not file a declaration of candidacy may file a "final" report whenever the choice is made not to seek the office. A committee may file a final C-1 only after a determination is made to no longer accept contributions or make expenditures. A final C-1 must be marked "FINAL" at the top; it must include a list of material assets worth \$50 or more and detail their disposition. Unused contributions must be disposed of according to Title 51 O.S.Supp.1999, § 316 [the status of debts must continue to be reported].

SCHEDULES AND ATTACHMENTS:

Report additional information on plain 8 ½ x 11 white paper using format of each question or schedule. Attach additional pages to this report as needed. Put the name of the candidate or committee and the date on all attachments.

OTHER REPORTS REQUIRED:

R-1 (registration: committees)
D-1 (designation of agent)

PENALTIES/LATE FEES:

Failure to file each required C-1 report for any committee is a **misdemeanor** and carries a penalty of a fine of up to \$1,000 or six months in jail or both; county candidates may be assessed up to \$100 for each day a report remains unfiled up to a maximum of 10 days (\$1,000).

WHERE TO REPORT:

Municipal Candidates/Candidate or Issue Committees: **Municipal Clerk**
School Board Candidates: **Clerk of the Board of Education Office**
County Candidates/Candidate or Issue Committees: **Ethics Commission**

TIMELY REPORTS:

C-1 reports, except for final C-1's, **cannot be filed earlier than** the first day the report is due; if mailed, must be received at the appropriate office by 4:30 p.m. of the last day for filing.

MAXIMUM CONTRIBUTIONS TO MUNICIPAL AND SCHOOL BOARD CANDIDATES [Issues committees have no limits]:

All School Boards and those Municipalities with 250,000 or less population: \$1,000 to a candidate or candidate committee from a person or family, organization, committee or party.

Municipality with more than 250,000 population: \$5,000 to a municipal candidate or candidate's committee from a person or family, organization, committee or party.

STATEMENT OF INACTIVITYcheck if **FINAL**

FORM

EC OFFICE USE

C-3

11/07

Please type or print clearly in black ink.

1. NAME OF CANDIDATE OR COMMITTEE		DATE OF REPORT	
2. ADDRESS OF CANDIDATE OR COMMITTEE			
3. OFFICE SOUGHT	REPORT PERIOD	from: (beginning of period)	to: (end of period)
			Year of General or Special General Election (circle one)

4.

The candidate or committee listed in item #1 has received no contributions and has made no expenditures during the reporting period listed in item #3.

5. BALLOT INFORMATION: candidates or candidate committees, please indicate whether the candidate's name appeared on the ballots for the following elections.	PRIMARY [] yes [] no	RUNOFF PRIMARY [] yes [] no	GENERAL [] yes [] no
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6. To the best of my knowledge and belief, the above is a true and correct compilation.
Candidate's, Chairperson's or Designated Agent's Signature

7. NOTARIZATION: Subscribed and sworn to before me this

My commission expires _____

Notary's Signature

_____ day of _____, _____.

(SEAL)

INSTRUCTIONS

Please consult 51 O.S.2001, §§ 301-325 when completing this report. If you have questions, write or telephone the Ethics Commission [see information below].

WHO MAY FILE C-3:

A statement of inactivity (form C-3) may be filed in lieu of a form C-1 for periods during which the candidate or committee has no activity (contributions or expenditures). Unopposed candidates (those with no opposition in any election), who accept no contributions and make no expenditures, other than payment of a filing fee, may terminate their filing obligations by filing a form C-3 marked "FINAL" at the top any time after the final day for filing Declarations of Candidacy.

WHERE TO REPORT:

County Candidates and Committees supporting or opposing county candidates or issues:

School Board Candidates and Committees:

Municipal Candidates and Committees supporting or opposing municipal candidates or issues:

Ethics Comm. 2300 N Lincoln Blvd B5, Oklahoma City, OK 73105-4812
(405) 521-3451 * FAX (405) 521-4905
Office of the Clerk of the Board of Education
Office of the Municipal Clerk

PENALTIES:**All Candidates and Committees:**

Failure to file each C-1 or C-3 report is a misdemeanor and may result in a fine of up to \$1,000 or six months in jail.

County Candidates and Committees only:

Late fees will be assessed at \$25 per day up to \$250 per report for county candidates and committees supporting or opposing county candidates and \$100 per day for committees supporting or opposing county issues up to \$1,000 for each report.

POLITICAL SUBDIVISIONS

ETHICS ACT

[Title 51 O.S. 2001 and Supp. 2010, §§ 301 through 325]

including other related statutory provisions

governing the

ETHICAL CONDUCT

of

COUNTY OFFICERS AND EMPLOYEES

and

CAMPAIGNS

for

COUNTY, MUNICIPAL AND SCHOOL BOARD OFFICE

and

COUNTY AND MUNICIPAL PROPOSITIONS

*** * * * ***

PREAMBLE

This document contains the following:

- Sections 187, 187.1 and 187.2 of Title 21 of the Oklahoma Statutes;
- Sections 334, 360 and 463 of Title 21 of the Oklahoma Statutes;
- Section 2358.3 of Title 68 of the Oklahoma Statutes; and
- Sections 301 through 325 of Title 51 of the Oklahoma Statutes.

Please note that the Ethics Commission has jurisdiction over the Political Subdivisions Ethics Act [the "Act"] as it pertains to campaigns for county office, county officers and employees, and county propositions (ballot measures) only. The Commission has no jurisdiction, other than to provide reporting forms, over the Act as it pertains to campaigns for municipal and school board office. The Act specifically excludes a municipal election involving a utility franchise from its reporting provisions.

Further, the Commission has no jurisdiction to enforce criminal penalties under Title 21 and criminal penalties for violations of statutes governing municipal and school board campaigns. Local district attorneys are the enforcement authorities for these provisions.

Criminal and civil statutes related to the ethical conduct of local officers or employees or local campaigns are included in this compilation for the convenience of the user.

Title 21 Oklahoma Statutes 2001

SECTION

187. Definitions

187.1 Limitations on campaign contributions

187.2 Prohibition on corporate contributions to candidate campaigns--Penalties

334 Contingent fees--Influencing legislation or official action

360 Prohibitions on public officers or public employees soliciting contributions from state employees--Penalties

463 Offering forged or false instruments for record

§ 187. Definitions

As used in Sections 1 through 3* of this act:

1. **"Accept"**, with reference to a contribution, means failure by a candidate, treasurer, deputy treasurer or agent of a committee to expressly and unconditionally reject and return a tendered contribution to the contributor within six (6) business days from receipt of the tender;

2. **"Ballot measure"** means an initiative, referendum, legislative referendum, legislative initiative, state question, or any proposition or measure submitted to voters for their approval or rejection at a statewide election;

3. **"Campaign"** means and includes all activities for or against the election of a candidate to a specific state office or local office for a specific term or the passage or defeat of a ballot measure from the date of acceptance of the first contribution, the making of the first expenditure, or the filing of a declaration of candidacy, whichever is first, until a final campaign contributions and expenditures report is filed;

4. **"Candidate"** means a person who seeks nomination or election to state or local office. An individual is a candidate when the individual:

- a. has filed a declaration of candidacy for any state office with the Secretary of the State Election Board;
- b. has filed a declaration of candidacy for any local office with the secretary of any county election board,

c. has filed a declaration of candidacy with the Secretary of State and has drawn active opposition,

d. is nominated as a "substitute candidate" pursuant to Section 1-105 of Title 26 of the Oklahoma Statutes; or

e. solicits or accepts contributions, makes expenditures or gives consent to an individual, organization, party committee, or other committee to solicit or accept contributions or make expenditures to secure election to any state office at any time, whether or not the office for which the individual will seek nomination or election is known when the:

- (1) solicitation is made,
- (2) contribution is accepted, or
- (3) expenditure is made.

The term "candidate" shall include a person whose candidacy is unopposed;

5. **"Candidate committee"** means the committee, consisting of one or more persons who may be the candidate only, designated by a candidate to promote the candidate's candidacy and serve as the recipient of all contributions and the disbursing of all expenditures for the candidate.

6. **"Committee"** means a candidate committee, political action committee, or party committee;

7. a. **"Contribution"** means and includes:

- (1) a gift, subscription, loan, guarantee or forgiveness of a loan, conveyance, advance, payment, distribution, or deposit of money or anything of value made to and with the knowledge and for the benefit of a committee for use in a campaign, or for reducing the debt of a committee,
- (2) an expenditure made by a person or committee, other than a candidate committee, with the cooperation of, or in consultation with, a

- committee, a candidate, candidate committee, or candidate's agent or that is made in concert with, or at the request or suggestion of, a candidate, candidate committee, or candidate's agent,
- (3) the difference between the payment to a person, other than a candidate or committee, of compensation for personal services or products to the candidate or committee, and the reasonable and customary rate charged by the person for like services or products in like quantities when the candidate or committee has knowledge of the discounted services or products,
- (4) anything of value received by a committee that is transferred from another committee or other source,
- (5) sums paid for tickets for a political event such as a reception, rally, or a similar fundraising event; however, the amount of any such contribution may be reduced for the purpose of complying with the reporting and contribution limitations requirements of Section 2* of this act, by the actual cost of consumables furnished by the committee in connection with the purchase of the tickets, and only the excess over the actual cost of the consumables shall be deemed a contribution,
- (6) the candidate's own money used on behalf of that candidate's candidacy; and
- (7) the difference between the open market value and a discount or rebate:
- (a) not extended to the public generally, or
 - (b) by a television or radio station not extended
- equally to all candidates for the same office.
- b. The term "contribution" shall not include:
- (1) the value of services provided without compensation by any individual who volunteers on behalf of a candidate or committee,
 - (2) for purposes of the contribution limits set forth in Section 2* of this act, the transfer of any funds by a political action committee to another political action committee, provided the committees have been established as provided by law and the transferring committee and the receiving committee have been established, directly or indirectly, and are administered or financially supported, directly or indirectly, by a common entity,
 - (3) any payment or obligation incurred by a corporation, labor organization, membership organization, cooperative or corporation without capital stock for the establishment, administration, and solicitation of contributions to a separate segregated fund or political action committee to be utilized for political purposes,
 - (4) a nonreimbursed payment made by an individual for the individual's own travel expenses on behalf of a committee,
 - (5) a payment made by an occupant of a residence or office for costs related to a meeting or fundraising event held in the occupant's residence or office if the costs for the meeting or fundraising event do not exceed Five Hundred Dollars (\$500.00). However, if the occupant hosts more than one event in an election cycle for the same beneficiary, all subsequent payments that exceed Five Hundred Dollars (\$500.00) in the aggregate are contributions,
 - (6) a loan of money made in the ordinary course of business by a financial institution authorized to transact

business in this state at terms and interest rates generally available to a member of the public without regard to that person's status as a state or local officer or state or local employee or a candidate for state or local office by the institution,

(7) a communication by a corporation, labor organization, or association aimed at its members, owners, stockholders, directors, executive administrative personnel, or their families, or

(8) a tender of a contribution if the tender is not accepted, including use as collateral, or is transferred to the state as provided in Rule 10-1-2 of the Rules of the Ethics Commission, 74 O.S. Supp. 1994, Chapter 62, App.;

8. **"Expenditure"** means a purchase, payment, distribution, loan, advance, compensation, reimbursement, fee deposit, transfer of funds between committees, or a gift made by a committee. An expenditure does not include the following:

- a. a loan of money, made in the ordinary course of business, by a financial institution authorized to transact business in this state,
- b. a communication by a corporation, labor organization, or association aimed at its members, owners, stockholders, executive administrative personnel, or their families, except a communication by the corporation's political action committee promoting or opposing a candidate or candidates,
- c. uncompensated services provided by an individual volunteering the individual's time, or
- d. a transfer of funds to another committee if such transfer is not accepted;

9. **"Family"** means an individual, his or her spouse, if any, and all children under the age of eighteen (18) years residing in the same household;

10. **"Local office"** means all elective offices for which a declaration of candidacy is filed with the secretary of any county election board;

11. **"Party committee"** means a political party or any affiliated or connected entity;

12. **"Person"** means an individual, corporation, association, proprietorship, firm, partnership, limited partnership, joint venture, joint stock company, syndicate, business trust, estate, trust, company, organization, committee, or club, or a group of persons who are voluntarily acting in concert;

13. **"Political action committee":**

a. means a combination of at least two individuals, or a person other than an individual:

(1) with the primary purpose of:

(a) supporting or opposing a candidate or candidates, or a party committee, except those required to file with the Federal Election Commission, or

(b) supporting or opposing a ballot measure, and

(2) which accepts or gives contributions or makes expenditures from a joint account aggregating at least Five Hundred Dollars (\$500) during a calendar year, and

b. does not include:

(1) a party committee or a candidate committee,

(2) a person other than an individual, when that person makes an expenditure or expenditures from an account to which contributions have not been solicited or accepted from any other persons or individuals; and the expenditure or expenditures are required by law or by Chapter 10 of the Rules of the Ethics Commission to be reported by the recipient committee or

committees as a contribution or contributions, and

- (3) a combination of individuals, or a person other than an individual, if the combination of individuals, or a person other than an individual, solicits contributions on behalf of a committee, and any contributions received as a result of the solicitation are forwarded to the committee without being deposited in any account; and, the contributions are required by law or by Chapter 10 of the Rules of the Ethics Commission to be reported by the committee that receives the contributions;

14. **"Political party"** means any political party so recognized for the purpose of having candidates appear on the ballot; and

15. **"State office"** means all elective offices for which declarations of candidacy are filed with the Secretary of the State Election Board.

* Section 187, 187.1 and 187.2 of Title 21 of the Oklahoma Statutes.

§ 187.1 Limitations on campaign contributions

A. No person or family may contribute more than:

1. Five Thousand Dollars (\$5,000.00) in any calendar year to a committee other than a candidate committee;

2. Five Thousand Dollars (\$5,000.00) to a candidate for state office, to a candidate for municipal office in a municipality with a population of over two hundred fifty thousand (250,000) persons, according to the most recent Federal Decennial Census, to a candidate for county office in a county with a population of over two hundred fifty thousand (250,000) persons, according to the most recent Federal Decennial Census, or to a candidate committee authorized by such a candidate to receive contributions or make expenditures on his or her behalf, for any campaign; or

3. One Thousand Dollars (\$1,000.00) to a candidate for other local office, or to a candidate committee authorized by such a candidate to receive contributions or make expenditures on his or her behalf, for any campaign.

B. No candidate, candidate committee, or other committee shall knowingly accept contributions in excess of the amounts provided herein.

C. These restrictions shall not apply to a committee supporting or opposing a ballot measure or local question or to a candidate making a contribution of his or her own funds to his or her own campaign.

D. It shall be prohibited for a campaign contribution to be made to a particular candidate or committee through an intermediary or conduit for the purpose of:

1. Evading requirements of effective Rules of the Ethics Commission promulgated pursuant to Article XXIX of the Oklahoma Constitution or laws relating to the reporting of contributions and expenditures; or

2. Exceeding the contribution limitations imposed by subsection A of this section.

Any person making a contribution in violation of this subsection or serving as an intermediary or conduit for such a contribution, upon conviction, shall be subject to the penalties prescribed in subsections E and F of this section.

E. Any person who knowingly and willfully violates any provision of this section where the aggregate amount contributed exceeds the contribution limitation specified in subsection A of this section by Five Thousand Dollars (\$5,000.00) or more, upon conviction, shall be guilty of a felony punishable by a fine of up to four times the amount exceeding the contribution limitation or by imprisonment in the State Penitentiary for up to one (1) year, or by both such fine and imprisonment.

F. Any person who knowingly and willfully violates any provision of this section where the aggregate amount contributed is less than Five Thousand Dollars (\$5,000.00) in excess of the contribution limitation specified in subsection A of this section, upon conviction, shall be guilty of a

misdemeanor punishable by a fine of not more than three times the amount exceeding the contribution limitation or One Thousand Dollars (\$1,000.00), whichever is greater, or by imprisonment in the county jail for up to one (1) year, or by both such fine and imprisonment.

G. No lobbyist or lobbyist principal as defined in Section 4249 of Title 74 of the Oklahoma Statutes shall make or promise to make a contribution to, or solicit or promise to solicit a contribution for a member of the Oklahoma Legislature or a candidate for a state legislative office during any regular legislative session, beginning the first Monday in February, through its adjournment, and for five (5) calendar days following sine die adjournment. A member of the Oklahoma Legislature or a candidate for a state legislative office shall not intentionally solicit or accept a contribution from a lobbyist or lobbyist principal as defined in Section 4249 of Title 74 of the Oklahoma Statutes during any regular legislative session and for five (5) calendar days after sine die adjournment. For the purposes of this subsection, a candidate shall mean any person who has filed a statement of organization for a state legislative office pursuant to Oklahoma Statutes, Title 74, Chapter 62 Appendix, Rule 257:10-1-8.

H. Any person who knowingly and willfully violates any provision of subsection G of this section, upon conviction, shall be guilty of a misdemeanor punishable by a fine of not more than One Thousand Dollars (\$1,000.00), or by imprisonment in the county jail for up to one (1) year, or by both such fine and imprisonment.

Amended Laws 2008 [Subsections G and H effective November 1, 2008].

§187.2 Prohibition on corporate contributions to candidate campaigns—Penalties

A. No corporation shall contribute to any campaign fund of any party committee of this state or to any other person for the benefit of such party committee or its candidates, nor shall it, through any agent, officer, representative, employee, attorney, or any other person or persons, so contribute. Nor shall any such corporation, directly or through such other person, make any loan of money or anything of value, or give or furnish any privilege, favor or other thing of value to any party committee, or to any representative of a party

committee, or to any other person for it, or to any candidate upon the ticket of any political party.

B. A corporation shall not make a contribution or expenditure to, or for the benefit of, a candidate or committee in connection with an election, except that this provision shall not apply to:

- (1) A campaign or committee solely for or against a ballot measure or local question; or
- (2) The establishment, administration, and solicitation of contributions to a political action committee to be utilized for political purposes by a corporation.

C. No candidate, candidate committee, or other committee shall knowingly accept contributions given in violation of the provisions of subsection A or B of this section.

D. The provisions of this section shall not apply to a bank, savings and loan association or credit union loaning money to a candidate in connection with his or her own campaign which is to be repaid with interest at a rate comparable to that of loans for equivalent amounts for other purposes.

E. Any person who knowingly and willfully violates any provision of this section where the aggregate amount contributed exceeds Five Thousand Dollars (\$5,000.00), upon conviction, shall be guilty of a felony punishable by a fine of up to four times the amount of the prohibited contribution or by imprisonment in the State Penitentiary for up to one (1) year, or by both such fine and imprisonment.

F. Any person who knowingly and willfully violates any provision of this section where the aggregate amount contributed is Five Thousand Dollars (\$5,000.00) or less, upon conviction, shall be guilty of a misdemeanor punishable by a fine of not more than three times the amount of the prohibited contribution or One Thousand Dollars (\$1,000.00), whichever is greater, or by imprisonment in the county jail for up to one (1) year, or by both such fine and imprisonment.

§ 334 Contingent fees--Influencing legislation or official action

No person may retain or employ a lobbyist, as defined in Section 6* of this act, for compensation contingent in whole or in part on the passage or defeat of any official action or the approval or veto of any legislation, issuance of an executive order or approval or denial of a pardon or parole by the Governor. No lobbyist may accept any employment or render any service for compensation contingent on the passage or defeat of any legislation or the approval or veto of any legislation by the Governor. Any person convicted of violating the provisions of this section shall be guilty of a felony punishable by a fine of not more than One Thousand Dollars (\$1,000.00) or by imprisonment in the state penitentiary not exceeding two (2) years or by both such fine and imprisonment.

* Section 4249 of Title 74 of the Oklahoma Statutes.

§ 360 Prohibitions on public officers or public employees soliciting contributions from state employees--Penalties

No public employee or public officer, as defined in Section 18* of this act, shall directly or indirectly coerce, attempt to coerce, command, advise or direct any state employee to pay, lend or contribute any part of his or her salary or compensation, time, effort or anything else of value to any party, committee, organization, agency or person for political purposes. No public employee or official shall retaliate against any employee for exercising his or her rights or for not participating in permitted political activities as provided in Ethics Commission Rule 10-1-4. Any person convicted of willfully violating the provisions of this section shall be guilty of a felony and shall be punished by the imposition of a fine of not more than Ten Thousand Dollars (\$10,000.00) or by imprisonment for not longer than two (2) years, or by both said fine and imprisonment.

* Section 304 of Title 51 of the Oklahoma Statutes.

§ 463. Offering forged or false instruments for record

Any person who knowingly procures or offers any false or forged instrument to be filed, registered, or recorded in any public office within this state, which instrument, if genuine, might be filed or registered or recorded under any law of this

state or of the United States, shall be guilty of a felony.

Title 68 Oklahoma Statutes 2001, § 2358.3

§ 2358.3. Income tax deduction for contributions

A person who contributes money to a political party or to a candidate or candidate committee shall be entitled to deduct the amount contributed, not to exceed One Hundred Dollars (\$100.00) in any one tax year, from the person's adjusted gross income in the computation of Oklahoma Income tax.

TITLE 51 OF THE OKLAHOMA STATUTES

**CHAPTER 6.--POLITICAL SUBDIVISIONS
ETHICS ACT**

SECTION

- 301. Short title
- 302. Legislative intent
- 303. Administration of act--Certain clerks not to receive complaints under act
- 304. Definitions
- 305. Powers and responsibilities of Commission--Promulgation of constitutional rules and regulations
- 305.1 Repealed by House Bill 2408, § 6, emerg. eff. July 1, 2010
- 306. Promulgation of statutory rules and regulations
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- 319. Persons required to file financial disclosure statement
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- 323. Certain persons prohibited from having ownership interest in certain governmental securities
- 324. Representation by county officers and county employees
- 325. Exemptions from compliance with act

§ 301. Short title

Sections 15 through 39 of this act shall be known and may be cited as the "Political Subdivisions Ethics Act".

§ 302. Legislative intent

It is the intent of the Legislature that the law reflect the following items:

1. That the operation of government be properly conducted so that public officials are independent and impartial and that a public office is not used for private gain other than the remuneration provided by law. Public interest, therefore, requires that the law protect against any conflict of interest and establish standards for the conduct of elected officials and government employees in situations where conflicts may exist;

2. That the government attract those citizens best qualified to serve. Thus, the law against conflict of interest must be so designed as not to impede unreasonably or unnecessarily the recruitment and retention by government of those best qualified to serve. Public officials should not be denied the opportunity, available to all other citizens, to acquire and retain private economic interests except when such interests conflict with the responsibility of such officials to the public;

3. That the campaign process in this state operate to ensure that the people of this state elect their representatives in an informed and equitable manner and that qualified persons become candidates for public office with full confidence in the ability of the process to protect them from wrongful allegations of unlawful election practices;

4. That the people be free to seek redress of their grievances and express their opinions to all government officials on current issues and pending legislative actions at every level of government;

5. That these objectives of protecting the integrity of government and of facilitating the recruitment and retention of qualified personnel by prescribing restrictions against conflict of interest without creating unnecessary barriers to public service be implemented;

6. That no officer or employee of any political subdivision of this state, have any interest, financial or otherwise, direct or indirect; engage in any business transaction or professional activities; or incur any obligation of any nature that is in substantial conflict with the proper discharge of duties in the public interest; and

7. That all public officials and public employees are agents of the people and hold their positions for the benefit of the people. They are bound to uphold the Constitution of the United States and the Constitution of this state and to perform efficiently and faithfully their duties under the laws of the federal, state and local governments. Such officers and employees must observe, in their official acts, high standards of ethics regardless of personal consideration, recognizing that promoting the public interest and maintaining the respect for their government must be a foremost concern.

§ 303. Administration of act--Certain clerks not to receive complaints under act

A. The provisions of the Political Subdivisions Ethics Act shall be administered as follows:

1. The Ethics Commission created in Section 1 of Article XXIX of the Oklahoma Constitution, shall administer the Political Subdivision Ethics Act with respect to candidates or candidate committees for county office, campaigns for or against county ballot measures and public officials and public employees elected or appointed to serve in county government;

2. The municipal clerk shall administer the Political Subdivisions Ethics Act with respect to candidates or candidate committees for municipal office, committees supporting or opposing candidates for municipal office and campaigns for

or against municipal ballot measures other than those involving utility franchises; and

3. The clerk of the board of education shall administer the Political Subdivisions Ethics Act with respect to candidates or candidate committees for school district office or committees supporting or opposing candidates for school district office.

B. The municipal clerk and the clerk of the board of education shall not receive any complaints of violations of the Political Subdivisions Ethics Act and shall be limited to the duties prescribed in paragraphs 1, 2, 3, 4 and 5 of Subsection A of Section 19* of this title.

* Section 305 of Title 51 of the Oklahoma Statutes.

§ 304. Definitions

As used in the Political Subdivisions Ethics Act:

1. "Business" means any corporation, partnership, sole proprietorship, firm, enterprise, franchise, association, organization, self-employed individual, holding company, joint stock company, receivership, trust, or any legal entity through which business is conducted for profit;

2. "Calendar quarter" means each three-month period of a calendar year, beginning on January 1, April 1, July 1 and October 1 of each year;

3. "Campaign" means and includes all activities for or against the election of a candidate to a specific local office for a specific term, the making of the first expenditure, the filing of a declaration of candidacy or a public announcement of intent to seek such election, whichever is first;

4. "Candidate" means a person who has filed a notification and declaration of candidacy for any public office with the secretary of any county election board. The term "candidate" shall include a person whose candidacy is unopposed, but shall not include any person who has withdrawn such notification and declaration of candidacy;

5. "Candidate committee" means the committee, consisting of one or more persons who may be the candidate only, designated by a candidate to promote the candidate's candidacy and serve as the recipient of all contributions and the disbursing of all expenditures for the candidate;

6. "Committee" means a candidate committee, political action committee, political party, or organization;

7. "Compensation" means money, service, facility or thing of value or financial benefit which is received or is to be received in return for or in connection with services rendered or to be rendered;

8. "Complainant" means a person filing a complaint pursuant to the provisions of Section 21* of this act;

* Section 307 of Title 51 of the Oklahoma Statutes.

9. "Contributor" means and includes every person or committee who makes a contribution;

10. "Contribution" means and includes any money, property, or in-kind services, including but not limited to, printing or engraving, radio or television time, billboards, advertising, subscription, forgiveness of indebtedness, personal or professional services or any other thing of value whatsoever which is given or loaned to be used in a campaign. The term "contribution" shall not include:

- a. money loaned to a candidate in connection with his own campaign by a bank, savings and loan association or credit union which is to be repaid with interest at a rate comparable to that of loans for equivalent amounts for other purposes,
- b. the value of services provided without compensation by individuals volunteering a portion or all of their time on behalf of a candidate, organization, political action committee, or political party,
- c. for purposes of the contribution limits set forth in Section 2* of this act, the transfer of any funds by a political action committee to another political action committee, provided the committee has been established as provided by law if the transferring committee and the receiving committee have been established, directly or indirectly, and are administered or financially supported, directly or indirectly, by a common organization, or

- d. any payment or obligation incurred by a corporation, labor organization, membership organization, cooperative or corporation without capital stock for the establishment, administration, and solicitation of contributions to a separate segregated fund or political action committee to be utilized for political purposes;

* Section 187.1 of Title 21 of the Oklahoma Statutes.

11. "Commission" means the Ethics Commission;

12. "Election" means a Primary, Run-off Primary, General, or Special Election in which a candidate is on the ballot;

13. "Election board" means the appropriate county election board in reference to candidates who file a declaration of candidacy with the county election board;

14. "Expenditure" means a payment, distribution, contribution, loan, advance, compensation, reimbursement, fee deposit or gift of money securement, or any other thing of value, or services including but not limited to postage, telephone, telegraph, printing, advertising, travel, lodging, meals or entertainment for which payment is made with private or public funds, and includes a contract, promise or agreement to make an expenditure, whether or not legally enforceable;

15. "Family" means an individual, his or her spouse, if any, and all children under the age of eighteen (18) years residing in the same household;

16. "Governmental entity" means any department, commission, authority, council, board, bureau, committee, legislative body, agency, public trust, or other establishment of the a political subdivision of this state;

17. "Income" means any money or thing of value received, or to be received as a claim on future services, whether in the form of a fee, salary, gift, expense, allowance, forbearance, forgiveness, interest, dividend, royalty, rent, capital gain, or any other form of recompense or any combination thereof; provided, the term "income" shall not include campaign contributions;

18. "Local office" means all elective offices for which declarations of candidacy are filed with the secretary of any county election board;

19. "Ministerial action" means an action that a person performs in a prescribed manner which involves no discretionary judgment;

20. "Organization" includes a corporation, government or governmental subdivision or agency, business trust, estate, trust, partnership or association, union, education or action group or committee or entity with two or more persons having a joint or common political interest;

21. "Person" means an individual, corporation, association, firm, partnership, labor union or labor organization, committee, club or other organization, or a group of persons who are voluntarily acting in concert;

22. "Political action committee" means a combination of at least two individuals, or a person other than an individual:

- a. with the primary or incidental purpose of supporting or opposing a candidate or political party, except those required to file with the Federal Election Commission or the Ethics Commission, and
- b. which accepts contributions or makes expenditures aggregating at least Two Hundred Dollars (\$200.00) during a calendar year;

23. "Political party" means any political party so recognized for the purpose of having candidates appear on the ballot;

24. "Public employee" means any person who is employed by and receives compensation from any governmental entity, but shall not mean independent contractors or public officials;

25. "Public official" means an elected or appointed official in the executive or legislative branch of a political subdivision of the state;

26. "Represent" or "representation" means any formal or informal attendance before, or any written or oral communication with, or the filing of documents with any governmental entity on behalf of a person or organization;

27. "Respondent" means a person named in a complaint filed pursuant to the provisions of Section 21* of this title;

* Section 307 of Title 51 of the Oklahoma Statutes.

28. "Source" means the name, address, and description of the principal business activity of a person or organization; and

29. "Substantial financial interest" means an interest that could result in directly or indirectly receiving a substantial pecuniary gain or sustaining a substantial pecuniary loss as a result of ownership or interest in a business entity, or as a result of salary, gratuity or other compensation or remuneration from any person, partnership, organization or association.

51 O.S. Supp. 2010

§ 305. Powers and responsibilities of Commission--Promulgation of rules and regulations

A. The Ethics Commission shall:

1. Serve as the official repository for financial disclosure statements, campaign contributions and expenditures reports and such other documents filed by candidates or candidate committees for county office and public officials and public employees of county government as pertain to its duties;

2. Accept and file any information voluntarily supplied that exceeds the requirements of the Political Subdivisions Ethics Act; provided, the Commission shall not require the disclosure of any information other than as specifically provided by the Political Subdivisions Ethics Act;

3. Make available from its website forms upon which information shall be provided as required by the Political Subdivisions Ethics Act and copies of the Political Subdivisions Ethics Act for all candidates, committees, officials, and employees required to submit such forms;

4. Make campaign contributions and expenditures reports, political action committees' registrations and financial disclosure statements filed with it available during regular business hours to the public subject to the Open Records Act, Section 24A.1 et seq. of this title. No original or

record copies of reports, registrations and statements shall be removed from the office of the Commission. No records or materials of the Commission shall be subject to the Oklahoma Open Records Act unless expressly provided for in this act;

5. Preserve such reports, registrations and statements in accordance with the Records Management Act, Section 201 et seq. of Title 67 of the Oklahoma Statutes, or for a period of at least two (2) years from date of receipt;

6. Issue ethics interpretations pertaining to the provisions of the Political Subdivisions Ethics Act when requested by any person or committee under the jurisdiction of the Commission and publish its ethics interpretations annually; provided, that failure of a person to request an ethics interpretation shall have no relevance in any subsequent proceeding under the Political Subdivisions Ethics Act. Provided further, such interpretation shall be binding on the Commission in any subsequent proceeding under the Political Subdivisions Ethics Act. Sufficient deletions shall be made by the Commission in published ethics interpretations to prevent the disclosure of the identity of the persons involved in the situations presented in the ethical interpretations;

7. Pursuant to a complaint filed under the provisions of Section 307 of this title and as specifically authorized by law, hold hearings, subpoena witnesses upon a vote of a majority of the members of the Commission, and compel their attendance and testimony, administer oaths and affirmations, take evidence, and require by subpoena the production of any books, papers, records, or other items relevant to the performance of the Commission's duties or exercise of its powers;

8. Enforce and collect such late filing fees as provided for by the Political Subdivisions Ethics Act. The Commission shall establish a procedure by which an employee of or person contracting with the Commission shall conduct a hearing regarding any late filing fee imposed upon written request. The hearing shall be conducted within thirty (30) days of the request. The decision of the person conducting the hearing may be appealed to the Commission upon written request; and

9. Initiate and continue programs for the purpose of educating officials, employees and citizens of political subdivisions of this state on matters of ethics and government service.

Amended by House Bill 2408, § 1, emerg. eff. July 1, 2010.

§ 305.1. Repealed by House Bill 2408, § 6, emerg. eff. July 1, 2010.

§ 306. Promulgation of statutory rules and regulations

A. The Ethics Commission shall be authorized to promulgate rules and regulations pursuant to the Administrative Procedures Act, Section 250 et seq. of Title 75 of the Oklahoma Statutes, for the purpose of carrying out its duties pursuant to the Political Subdivisions Ethics Act with respect to candidates and candidate committees for county office, for campaigns for county initiatives and referenda and for county officers and employees.

B. The Ethics Commission shall adopt rules and regulations providing standards for allowing registrations, reports and statements to be filed on magnetic media or in other machine-readable form with the Commission.

§ 307. Complaints

A. Except as otherwise provided in this section, complaints alleging violations of the provisions of this act by persons, committees, candidates, public officials or public employees of county government shall be filed with the Ethics Commission. The Commission shall not accept a complaint alleging a violation by a candidate for local office other than county office. Such complaint must be filed by the complainant with the district attorney of the county in which the violation is alleged to have occurred.

B. The Commission shall not initiate any investigation or other proceedings except:

1. Pursuant to a complaint which meets the requirements of this section; or

2. Pursuant to the provisions of Section 23* of this act.

* Section 309 of Title 51 of the Oklahoma Statutes.

C. Complaints shall be made in writing and signed by the person making the complaint and shall be verified and notarized. Each complaint shall state specifically the sections of the Political Subdivisions Ethics Act that the person named in the complaint is alleged to have violated and the date of the alleged violation, which shall not be more than two (2) years before the date the complaint is filed. The Executive Director shall be authorized, without action of the Commission, to refuse to accept any complaint which does not meet the requirements of this section and shall notify the person filing the complaint of the reasons for such refusal. The Executive Director shall, without action of the Commission, forward any complaint filed with the Commission, over which the Court on the Judiciary has jurisdiction to the Court on the Judiciary. The Executive Director shall forward any complaint alleging a violation by a member of the Commission to the Council on Judicial Complaints, which shall be authorized to refer the complaint to the district attorney of the county in which the alleged violation occurred.

D. No person shall disclose the contents of a complaint, his or her intention to file a complaint, the fact that a complaint has been filed or his or her knowledge of another person's intention to file a complaint; provided, the respondent may disclose the entire contents of a complaint and any related materials at any time in the proceedings. If the respondent so discloses, any provisions of this act prohibiting disclosure of information shall be waived and the complaint and all records and materials related thereto shall be open for public inspection.

E. No complaint alleging any violation of the provisions of Sections 24 through 31* of this act by a candidate or by any person in connection with a campaign for county office may be filed with, received by or initiated by the Commission during the period beginning on the first day of the period for filing declarations of candidacy for the office and ending on the day after certification of the results of the election at which the office is filled.

* Sections 310 through 317 of Title 51 of the Oklahoma Statutes.

F. A copy of any complaint filed with the Commission that meets the requirements of subsection C of this section and a general statement of the applicable laws with respect to the complaint, shall be sent by certified mail to the

person named in the complaint. Such person shall have twenty (20) days from the day of receipt of the copy of the complaint to file a written response to the complaint. Upon written request by the person, the chairman of the Commission may extend the time for response an additional twenty (20) days.

G. A complaint may be withdrawn by the complainant at any time during the proceedings outlined in this section with the consent of the Commission and the respondent.

H. Upon the filing of a complaint, the Commission shall determine if the complaint may be resolved by action on the part of either party or by a conciliation agreement pursuant to the provisions of subsection Q of this section or if the complaint should be dismissed. If not, the Commission may cause an investigation to be conducted and may order a hearing to be held pursuant to the provisions of Article II of the Administrative Procedures Act. The respondent shall have the right to be present during any of the proceedings except the final deliberations and the right to appear with counsel and shall be notified that the investigation and hearing may result in a referral of the complaint to the appropriate authority for prosecution if a criminal penalty is provided in this act for the violation cited in the complaint. The complainant shall not be present except at such times as he may be required to provide testimony.

I. The rules of evidence shall apply to any hearings held pursuant to the provisions of this section.

J. All proceedings held pursuant to the provisions of this section shall be conducted in executive sessions. All records relating to any such complaint, review or investigation shall be confidential and not open for public inspection.

K. The Commission shall cause a record to be made of such proceedings and shall request a hearing officer to conduct the proceedings and advise the Commission as necessary. The hearing officer shall be an attorney licensed to practice law in this state. The Court Administrator shall designate hearing officers. The Executive Director or designee shall present the complaint and any evidence supporting the complaint. The Commission shall determine:

1. The order of the proceedings;

2. The order in which the Executive Director or designee and the respondent and his or her counsel are to put on testimony and evidence, cross-examine witnesses and present arguments; and

3. Such other matters as may be necessary to ensure orderly proceedings. The Commission may request the assistance of the hearing officer in making such determinations.

L. At the conclusion of the hearing, the Commission shall conduct final deliberations and shall determine if the complaint may be resolved by a conciliation agreement. No other person shall be present at such deliberations; provided, after such determination, the Commission may request the assistance of the Executive Director.

M. At the conclusion of final deliberations, the Commission shall set forth its determination in writing with findings of fact and conclusions of law. Such written decision with findings of fact and conclusions of law must contain one of the following orders:

1. A dismissal of the complaint;

2. An order reflecting the terms of a conciliation agreement with the respondent pursuant to the provisions of subsection Q of this section; or

3. For complaints alleging a violation of this act for which a criminal penalty is provided, an order referring the complaint and all material gathered by the Commission concerning the alleged violation to the appropriate authority for prosecution or action; provided such referral shall only be made upon the affirmative vote of a majority of the members serving that there is probable cause to believe that the respondent committed a knowing and willful violation of the sections of the Political Subdivisions Ethics Act cited in the complaint. If the Commission refers the complaint for prosecution or action, the records of any proceedings held pursuant to the complaint shall be transcribed.

As used in this section, "appropriate authority" means the district attorney of the county in which the violation occurred. If uncertainty exists as to the county in which the violation occurred, the

Commission may prosecute in, or refer complaints to the district attorney of, any county in which the evidence indicates the violation might have been committed.

N. If the appropriate authority declines to prosecute or take action, the investigation and order and all materials related thereto shall remain confidential. If the appropriate authority decides to prosecute or take action, the respondent shall be entitled to a copy of any report prepared by the Commission concerning the complaint and only that material presented at trial shall become open for public inspection. If the Commission dismisses the complaint, all materials related to the investigation shall be destroyed by the Commission six (6) months after the date of dismissal unless such materials are required for prosecution of filing a frivolous complaint pursuant to the provisions of Section 22* of this act.

* Section 308 of Title 51 of the Oklahoma Statutes.

O. In making a determination pursuant to the provisions of subsection M of this section, the Commission may exercise such discretion as it deems necessary to provide fairness to the accused and to maintain confidence in the public officials and employees who are subject to the provisions of this act.

P. Any person disclosing any material made confidential pursuant to the provisions of this section, upon conviction, shall be guilty of a misdemeanor and shall be punished by a fine not exceeding Ten Thousand Dollars (\$10,000.00). If the Commission upon a vote of a majority of the members serving determines that confidential information has been disclosed, it shall forward any materials related to such disclosure, along with any information it deems necessary, to the appropriate district attorney.

Q. A conciliation agreement to resolve any complaint filed may be entered into by the Commission and the respondent at any time during the proceedings provided for in this section. A conciliation agreement, unless violated, shall be a bar to any other action by the Commission or the district attorney. A conciliation agreement shall not be made public unless such disclosure is made part of the agreement. A conciliation agreement may include a requirement that the respondent pay a

civil penalty of up to Two Thousand Five Hundred Dollars (\$2,500.00).

Such penalties shall be deposited with the State Treasurer to the credit of the General Revenue Fund. If the Commission finds, or either party alleges, that a conciliation agreement has been violated, the Commission shall conduct a hearing under the procedures specified in this section to determine if the conciliation agreement has been violated and, if so, if the complaint should be referred to the appropriate authority for prosecution. A conciliation agreement may be amended by the Commission.

§ 308. Frivolous complaints

It shall be unlawful to file a frivolous complaint with the Ethics Commission. A person shall be deemed to have filed a frivolous complaint if:

1. The person has submitted or has caused or conspired with the complainant to submit substantially the same complaint to the Commission within the preceding six (6) months;
2. To the best of his or her knowledge, the complaint is not accurate or is not well grounded in fact; or
3. The complaint is made for an improper purpose, including harassment of any person named in the complaint.

If the Commission upon a vote of a majority of the members serving determines that a frivolous complaint has been filed, it shall forward the complaint, along with any information it deems necessary, to the appropriate district attorney. Any person convicted of filing a frivolous complaint shall be guilty of a misdemeanor and shall be punished by a fine not exceeding Ten Thousand Dollars (\$10,000.00).

§ 309. Filing of statements or reports-- Delinquency

The Ethics Commission shall post in public view in its office a list of those delinquent in filing any statements or reports required by the Political Subdivisions Ethics Act. It shall send a delinquency notice to the appropriate person within twenty-four (24) hours of the filing deadline by registered or certified mail and may impose late filing fees as

provided by law. If any person has not filed any statement or report within forty-eight (48) hours after receipt of such notice, the Commission may, on its own motion, institute proceedings against such person pursuant to the provisions of Section 21* of this act; provided, the provisions of subsection E of Section 21* of this act shall not apply to proceedings instituted pursuant to the provisions of this section.

* Section 307 of Title 51 of the Oklahoma Statutes.

* Section 307 of Title 51 of the Oklahoma Statutes.

§ 310. Reports of contributions from candidates and committees

A. If a candidate or committee has accepted one or more contributions, or made one or more expenditures during a reporting period, the designated agent shall be required to file a complete written report of all contributions and expenditures as provided for in the Political Subdivisions Ethics Act. If a candidate or committee has not accepted any contributions and has made no expenditures during a reporting period, the designated agent shall file a statement of inactivity.

B. Every candidate or candidate committee for county office and every committee, except for committees supporting or opposing municipal or school board candidates, which receives a contribution which exceeds Two Hundred Dollars (\$200.00) in a campaign shall file reports with the Ethics Commission. Every candidate or candidate committee for local office other than county office shall file reports with the clerk of the appropriate political subdivision.

C. Every candidate and committee shall report the sources of each contribution which exceeds Two Hundred Dollars (\$200.00) in the aggregate during the campaign or calendar year.

D. Every committee, except for candidate committees, that makes a contribution to another candidate or committee in an amount which exceeds Two Hundred Dollars (\$200.00) in the aggregate during the campaign or calendar year shall report the contribution as an expenditure as provided in Section 28* of this act; provided, this subsection shall not authorize any contribution otherwise prohibited by law. A committee shall not make a contribution in cash. A committee shall not

make a contribution, other than in kind, except by written instrument containing the name of the donor and the name of the payee.

* Section 314 of Title 15 of the Oklahoma Statutes.

E. If a contributor makes more than one contribution to a candidate or committee and any of such contributions are of a value less than Two Hundred Dollars (\$200.00) in the aggregate during the campaign or calendar year, then such contributions shall be reported whenever the aggregate value or amount of such contributions and the theretofore unreported contributions to such candidate or committee exceeds Two Hundred Dollars (\$200.00).

F. Contributions of a value Two Hundred Dollars (\$200.00) or less during the reporting period shall be reported as one aggregate total without identifying the contributors thereof. All corporate contributions to a committee or person for or against a state question shall be segregated from, and may not be commingled with, a fund established by such person or committee to contribute to candidates or committees which support or oppose candidates.

G. Expenditures made by a candidate or candidate committee from the candidate's own funds including, but not limited to, any funds loaned by a bank, savings and loan association or credit union, and on the candidate's own behalf shall not be considered as contributions but shall be reported as expenditures.

§ 311. Registration of committees--Form

A. Committees shall register with the Ethics Commission within ten (10) days of organization or within ten (10) days of receiving or expending more than Two Hundred Dollars (\$200.00). The form shall require the following information:

1. The name and address of the committee;
2. The name and address and relationship of any affiliated or connected organizations;
3. The name, address and position of the designated agent of the committee;

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4. The name and address of the chairman, vice-chairman and treasurer of the committee and its staff director, if any;

5. If the committee is authorized by a candidate, the name, address, office and party affiliation of the candidate; and

6. A listing of all banks, safety deposit boxes or other depository used by the committee.

B. The form shall be as follows:

REGISTRATION: Committees

Please type or print clearly in ink.

1. NAME OF COMMITTEE: (Full Exact Name, Do not abbreviate)

Street Address
City State Zip

2. PURPOSE OF COMMITTEE: (Check only one, then provide additional information on line checked)

Candidate Candidate's Office District/ Name (Last, Sought County First, Middle)

() Special Interest (Associated with a business, association, labor union or similar organization)

() Other (Explain fully on an attached sheet) Brief Description

() 3. DURATION: Will committee continue beyond next election? ()Yes ()No 4. DATE: General/ Special MM/DD/YY 5. FEC ID NUMBER: (Federal Committees Only)

6. OFFICERS: Name (Last, First, Middle) Address (Street, City, State, Zip) Chairman Vice-Chairman Treasurer Staff Director

7. DESIGNATED AGENT: Name Daytime Phone No. Address City State Zip

8. DEPOSITORIES: Please list all banks, safety boxes or other depositories used by the above-named organization, committee or party. List primary depository first; use attached sheet if necessary.

Institution City Description (Account, Name Safety Deposit Box...) & Number

9. CONNECTED ORGANIZATIONS: List all affiliated or connected organizations and indicate their relationship to this committee. List primary connected organization first; use attached sheet if necessary.

Organization Address Relationship Name (Street, City, State, Zip)

10. CERTIFICATE: We certify that the above information is true, complete and correct.

Chairman's Date Designated Date Signature Agent's Signature

C. Any change in submitted information shall be reported within ten (10) days after the date of change.

§ 312. Certain out-of-state organizations exempt from requirements of act

The provisions of the Political Subdivisions Ethics Act shall not apply to out-of-state committees which receive contributions and which contribute in Oklahoma only through an Oklahoma committee that registers and files reports of contributions and expenditures pursuant to the provisions of the Rules of the Ethics Commission or the Political Subdivisions Ethics Act.

§314. Campaign contributions and expenditures report

A. The campaign contributions and expenditures reports shall disclose:

1. The carryover from a previous campaign or cumulative period. For purposes of this act, a cumulative period shall begin on the first day of an even-numbered year and end on the last day of an odd-numbered year;

2. The grand total of contributions from the last campaign contributions and expenditures report unless beginning a new campaign or cumulative period;

3. The specific identification of each contributor who gives a contribution which exceeds Two Hundred Dollars (\$200.00), including :

- a. the date the contribution is accepted,
- b. the contributor's address, and
- c. a specific description of the contribution;

4. The aggregate value of all contributions received from each such contributor during the campaign for candidates and candidate committees or during the current calendar year for other committees;

5. The aggregate total of all contributions in the amount of Two Hundred Dollars (\$200.00) or less;

6. The total sum of all contributions during the current reporting period;

7. The grand total of all contributions for the campaign or cumulative period to date;

8. The grand total of expenditures from the last campaign contributions and expenditures report, unless beginning a new campaign or cumulative period;

9. All campaign expenditures in detail by categories or objects of expenditure;

10. The total of all expenditures during the current reporting period; and

11. The grand total of all expenditures for the campaign or cumulative period to date.

B. Such reports shall be certified by the candidate, the principal officer of the committee, or the designated agent. No fictitious names shall be used on the reports. The reports shall show the correct name of the person actually making the contribution.

C. The form of the campaign contributions and expenditures reports shall be as follows:

CAMPAIGN CONTRIBUTIONS AND EXPENDITURES REPORT

DATE OF REPORT _____, 19 _____

Name of Candidate or Committee

Address of Candidate or Committee

Office sought	Report Period	From: (Beginning of Period)	To: (End of Period)
---------------	---------------	-----------------------------	---------------------

Listed below are the contributions received and the expenditures made which are required by law to be reported.

Carryover from Previous Campaign or Cumulative Period \$ _____

CONTRIBUTIONS

Grand Total of Contributions From Previous Report \$ _____

Date Accepted	Name and Address of contributors of more than \$200.00	Nature of Contribution: Cash, Check or In Kind (Describe)	Amount	Total contributions by contributor during campaign or calendar year
			\$	\$
			\$	\$
			\$	\$
			\$	\$
			\$	\$

Total of other contributions
 \$200.00 or less this
 reporting period (not
 itemized) \$ _____

 Total contributions \$
 this reporting period \$ _____

 Grand Total-All contributions
 for campaign or \$
 cumulative period \$ _____

EXPENDITURES

	Amount
Previous Grand Total of Expenditures from Last Report	\$ _____
Personal Services	_____
Printing	_____
Radio and Television	_____
Billboards	_____
Advertising - general	_____
Contributions to Other Campaigns	_____
All committees, except for candidate committees, must identify recipients of contributions to other campaigns following verification of acceptance of amounts aggregating in excess of \$200.00 by name, address, amount of contribution and total amount of contributions during the campaign or calendar year:	
Name and Address	Amount
	Total amount contributed during campaign or calendar year
	\$
	\$

Total	\$ _____
Miscellaneous	\$ _____
Total expenditures this reporting period	\$ _____
Grand Total - All expenditures for	\$ _____

campaign or \$
cumulative period

BALLOT INFORMATION: candidates or candidate committees, please indicate whether the candidate's name appeared on the ballots for the following elections. _____

PRIMARY	RUNOFF	GENERAL
	PRIMARY	
[] Yes	[] Yes _____	[] Yes
[] No	[] No	[] No

To the best of my knowledge and belief, the above is a true and correct compilation.

Candidate's, Chairperson's, or Designated Agent's Signature

Subscribed and sworn to before me this _____ day of _____, 19 _____.

My commission expires _____

Notary Public

D. A statement of inactivity must include:

1. The candidate or candidate committee, political party or organization's name and address; and

2. A statement by the designated agent verifying that a contribution was not received and an expenditure was not made during the reporting period.

Interest earned shall not be considered to be a contribution, and a filing fee paid by the candidate shall not be considered to be an expenditure.

E. Dissolution Procedures

1. A candidate may not file a "final" report or a candidate committee may not dissolve until:

a. after a Primary Election or a Run-off Primary Election in which the candidate is elected or defeated,

b. after the General Election in which the candidate's name appears on the ballot,

- c. after the last day for filing a declaration of candidacy for a candidate who is unopposed in the Primary, Run-off Primary and General Election,
- d. after a candidate's name has been stricken from the ballot pursuant to Section 5-127 of Title 26 of the Oklahoma Statutes, or
- e. after withdrawal of the candidate's candidacy pursuant to Sections 5-115 or 5-116 of Title 26 of the Oklahoma Statutes.

2. A political party committee may dissolve only after the political party itself dissolves.

3. A political action committee or an organization may dissolve only after it determines that it will not accept contributions or make expenditures.

4. A final campaign contributions and expenditures report may be filed at the time or before a scheduled filing is due. The form must:

- a. be marked "final"; and
- b. include a list of the material assets worth Fifty Dollars (\$50.00) or more, and detail their disposition.

5. If a committee owes or is owed money, the committee may dissolve, but must report the status of the debts on the same dates as campaign contributions and expenditures reports would be due until all debts are resolved. Methods of resolution must also be detailed.

6. Unused contributions and campaign assets must be disposed of by candidates or candidate committees according to Section 30* of this act.

* Section 316 of Title 51 of the Oklahoma Statutes.

§ 315. Time for filing reports of contributions and expenditures

A. The reports of contributions and expenditures or statements of inactivity shall be filed with the Ethics Commission for candidates or candidate committees for county office and committees supporting or opposing county candidates and organizations, or with the clerk of

the appropriate political subdivision for municipal or school board candidates, candidate committees, and committees supporting or opposing municipal or school board candidates, as follows:

1. The reports of a candidate or committee as herein defined shall be filed on or before the tenth day preceding the date of the Primary Election and shall include all contributions accepted and all expenditures made from the date on which the earliest contribution was received or expenditure was made, whichever was earlier, through a period of time ending fifteen (15) days preceding the date of the Primary Election;

2. A further report of a candidate or committee, as herein defined, shall be filed on or before the tenth day preceding the date of the Runoff Primary Election and shall include all contributions accepted and all expenditures made from the close of the reporting period required by paragraph 1 of this section through the fifteenth day preceding the date of the Runoff Primary Election;

3. A further report of a candidate or committee, as herein defined, shall be filed on or before the tenth day preceding the date of the General Election and shall include all contributions accepted and all expenditures made from the close of the reporting period required by paragraph 2 of this section through the fifteenth day preceding the date of the General Election;

4. A further report of a candidate or committee, as herein defined, shall be filed on or before the fortieth day after the date of the General Election, and shall include all contributions accepted and all expenditures made from the close of the reporting period required by paragraph 3 of this section through the thirtieth day after the date of the General Election; and

5. If any contributions are accepted or any expenditures made within six (6) months after close of the reporting period required by paragraph 4 of this section, the candidate or committee, as herein defined, shall file a supplemental report within six (6) months and ten (10) days after the date of the General Election, together with the names of the contributors and the purpose for which the expenditures were made. Such report shall include all contributions accepted and expenditures made from the close of the reporting period required by

paragraph 4 of this section, through six (6) months after the date of the General Election. Provided further, that if any contributions are accepted or expenditures are made in connection with such campaign after said six-month period same shall also be fully reported not later than January 15 of each year thereafter. Such reports shall include all contributions accepted and expenditures made from the close of the reporting period of the report most recently filed through December 31 of the previous year.

B. The reports of contributions and expenditures or statements of inactivity of committees accepting contributions or making expenditures for or against a proposition or measure submitted to voters at a county election or a municipal election other than one involving utility franchises shall be filed with the appropriate administering entity as provided by Section 17 of this act as follows:

1. A report shall be filed on or before the tenth day preceding the date of the election and shall include all contributions accepted and all expenditures made from the date on which the earliest contribution was accepted or expenditure was made, whichever was earlier, through a period of time ending fifteen (15) days preceding the date of the election;

2. A final report shall be filed on or before the fortieth day after the date of election wherein the proposition or measure was voted upon, and shall include all contributions accepted and all expenditures made from the close of the reporting period required by paragraph 1 of this subsection through the thirtieth day after the date of the election; and

3. If any contributions are accepted or any expenditures are made within six (6) months after the date of the election wherein the proposition or measure was voted upon, the committee shall file a supplemental report within six (6) months and ten (10) days after the election at which the proposition or measure was voted upon, together with the names of the contributors and the purpose for which the expenditures were made. Such report shall include all contributions accepted and expenditures made from the date of the election wherein the proposition or measure was voted upon through six (6) months after the date of the election wherein the proposition or measure was

voted upon. Provided, further, that if any contributions are accepted or expenditures are made in connection with such campaign after said six-month period, same shall also be fully reported not later than January 15 of each year thereafter. Such reports shall include all contributions accepted and expenditures made from the close of the reporting period of the report most recently filed through December 31 of the previous year.

C. Reports may be filed by mail or delivered to the Commission or the clerk of the appropriate political subdivision but the same must be received by the Commission or the clerk of the appropriate political subdivision not later than 4:30 p.m. of the day specified for filing in order to be deemed timely filed.

§316. Use of campaign contributions--Unused contributions--Notification and declaration of candidacy

A. Contributions accepted by any candidate or candidate committee shall be used to defray any campaign expenditures or any ordinary and necessary expenses incurred by the person in connection with duties as a holder of the public office including, but not limited to, expenses for use in a future election campaign, for political activity, for community activity or for nonreimbursed public office related expenses. Said contributions shall not be used for any other purposes. Contributions and any interest income earned on said contributions which are not used in this manner within forty-eight (48) months of the date of the General Election which is intended to result in the final election of a single individual to the office at stake shall be disposed of as follows:

1. Returned to the contributors pursuant to any formula approved by the candidate; provided, any amount returned to a contributor shall not exceed the amount of the original contribution;

2. Donated to the campaign of any other political candidate or to any political party officially recognized by the State Election Board;

3. Donated to a charitable organization qualified for a tax exemption pursuant to the provisions of the Internal Revenue Code; or

4. Retained by the candidate or candidate committee for use in a future election.

B. Any person who receives contributions for a campaign but does not file a notification and declaration of candidacy for public office with the secretary of any county election board, or any person who has withdrawn such notification and declaration of candidacy, shall be governed by the provisions of this section.

§ 317. Penalties

A. Every person who knowingly and willfully violates any of the provisions of Sections 24 through 30* of this act shall, upon conviction, be guilty of a misdemeanor and shall be punished by the imposition of a fine of not more than One Thousand Dollars (\$1,000.00) or by confinement in the county jail for not more than six (6) months, or by both such fine and imprisonment. Such violations shall be prosecuted in the county in which said reports are required to be filed.

B. Every candidate or candidate committee for county office and every other committee failing to file registrations, designations of agents, and reports of contributions and expenditures or statements of inactivity on or before the days specified in Sections 25, 27 and 29* of this act shall be assessed by the Ethics Commission a late filing fee of up to One Hundred Dollars (\$100.00) for each day after a report of contributions and expenditures is due that said report remains unfiled; provided, the total amount of such fees assessed per report shall not exceed One Thousand Dollars (\$1,000.00). The agent, except for agents for candidates or candidate committees, may be liable for the late fee. Failure to file a report shall be deemed to be a separate offense for each day that the report remains unfiled after it becomes due. Fees collected pursuant to the provisions of this subsection shall be deposited with the State Treasurer to the credit of the General Revenue Fund. Candidates or candidate committees shall not pay such fees from campaign funds.

* Sections 310 through 316 of Title 51 of the Oklahoma Statutes.

* Sections 311, 313 and 315 of Title 51 of the Oklahoma Statutes.

§ 318. Legislative Intent

The Legislature hereby declares those persons elected and employed to administer the government on behalf of the people of the State of Oklahoma

have a responsibility to make certain financial disclosures to demonstrate that fair and equitable treatment is given all governmental decisions.

§ 319. Persons required to file financial disclosure statement

A. Any person elected to an office for which a declaration of candidacy is required to be filed with the county election board as provided in Section 5-103 of Title 26 of the Oklahoma Statutes, except any person required to file financial disclosure pursuant to the provisions of any federal law, shall file a Financial Disclosure Statement with the Ethics Commission on or before the fortieth day after each General Election.

B. Any candidate for an office for which a declaration of candidacy is required to be filed with the county election board as provided in Section 5-103 of Title 26 of the Oklahoma Statutes shall file a Financial Disclosure Statement with the Commission on or before the tenth day following the last day for filing the declaration of candidacy for the office.

C. A member of a board or commission as created by the Oklahoma Constitution or by statute except members of advisory committees to the legislative, executive, or judicial branches of state government, Foster Care Review Board members appointed pursuant to Section 1116.2 of Title 10 of the Oklahoma Statutes, and board members of guaranty associations created pursuant to state statute, shall file a Financial Disclosure Statement with the Commission upon initial appointment and not later than April 30 of each even-numbered year thereafter. The provisions of this subsection shall not be construed to require precinct inspectors, judges, clerks and counters to file Financial Disclosure Statements.

D. No individual shall be required to file more than one Financial Disclosure Statement in any calendar year.

E. Every person failing to file a Financial Disclosure Statement on or before the dates specified in this section shall be assessed by the Commission a late filing fee of up to One Hundred Dollars (\$100.00) for each day the statement remains unfiled; provided, the total amount of such fees assessed per report shall not exceed One Thousand Dollars (\$1,000.00). Failure to file a

Financial Disclosure Statement shall be deemed to be a separate offense for each day that the Statement remains unfiled after it becomes due. Fees collected pursuant to the provisions of this subsection shall be deposited with the State Treasurer to the credit of the General Revenue Fund. Such fees shall not be paid from campaign funds.

F. Every board and commission created by the Oklahoma Constitution or by state statute, except those exempted in subsection E of this section, shall designate an employee or member who shall be responsible for filing a list of employees and/or members of governing boards or commissions required under this section to file Financial Disclosure Statements on or before January 1 of each year. Names of individuals no longer required to file shall also be reported along with the effective date of the termination of their services.

§320. Extension of filing time--Oath--Retention of financial disclosure statements

A. Except for those persons required to file a Financial Disclosure Statement pursuant to the provisions of subsection B of Section 33^{*} of this act, any person who is required to file a Financial Disclosure Statement may effect one thirty-day extension of the time for filing such a statement by filing with the Ethics Commission, not more than ten (10) days before or ten (10) days after the date the Financial Disclosure Statement is due, a declaration of intention to defer the filing of his Financial Disclosure Statement.

B. All Financial Disclosure Statements required to be filed pursuant to the provisions of this act shall be certified.

C. The Commission shall retain the Financial Disclosure Statements according to the provisions of the Records Management Act, Section 201 et seq. of Title 67 of the Oklahoma Statutes; provided, all statements shall be retained by the Commission for at least two (2) years.

* Section 319 of Title 51 of the Oklahoma Statutes.

§321. Information required in financial disclosure statement--Form

A. The Financial Disclosure Statement shall contain the following information for the preceding

two (2) calendar years or for the period since the most recent Financial Disclosure Statement was filed:

1. Name or title of the office;
2. Name of the person filing the Financial Disclosure Statement;
3. Business address of the person;
4. Residential address of the person;
5. Occupation or business of the person prior to the election or employment for which the Financial Disclosure Statement is being filed;
6. Prior positions held as a public official, regardless of whether a salary or reimbursement was received for such service;
7. Names, business addresses, residential addresses and occupations of the spouse of the person and all living adult children if such spouse or children are doing business with the county;
8. A list of categories or industries from which income is received without reference to amounts or frequency of receipt of income. Provided, categories or industries from which less than One Thousand Dollars (\$1,000.00) annually is received may be omitted. Such persons shall list special areas of practice in general subjective terms;
9. A list of categories or industries in which the person has had stock during the period for which the information on the Financial Disclosure Statement is required. Provided, categories or industries in which the person has stock valued at less than One Thousand Dollars (\$1,000.00) at the time of filing the Financial Disclosure Statement may be omitted;
10. The name of any entity from which an honorarium or honoraria, valued at more than Two Hundred Dollars (\$200.00) over and above actual expenses paid to the person, was received and the value of any such honorarium; and
11. The name of any registered lobbyist with whom the person has engaged in business from which income of over One Thousand Dollars (\$1,000.00) was received.

B. The form for the Financial Disclosure Statement shall be as follows:

FINANCIAL DISCLOSURE STATEMENT

NAME: (Last, First, Middle) Birth Date
Business Address (Street or Box, City, State, Zip)
Residential Address (Street or Box, City, State, Zip)

CHECK YOUR FILING STATUS: (mark only one box)

- () An elected official.
() A candidate running in an election:
month year
() A member of a board or commission.

Position you hold or have been appointed to: (fill in all applicable blanks)

Position Title:

County or agency of the office:

Position number:

Term begins: ends:

Appointment date:

Employment date:

1. OCCUPATION OR BUSINESS: (current or prior to this election or appointment)

2. PRIOR POSITIONS HELD AS A PUBLIC OFFICIAL: (List most recent positions first)

3. SPOUSE and ADULT CHILDREN: Give the following information for your spouse and all living adult children (over 18 years of age) if your spouse or children are doing business with the county.

NAME RESIDENTIAL ADDRESS

BUSINESS ADDRESS OCCUPATION

Check here () if continued on attached sheet

4. INCOME: List categories or industries from which you receive \$1,000 or more annually:

Check here () if continued on attached sheet

5. STOCK: List categories or industries in which you have owned stock which is valued at \$1,000 or more during the period for which this Financial Disclosure Statement is required:

CATEGORY OR INDUSTRY

CATEGORY OR INDUSTRY

CATEGORY OR INDUSTRY

Check here () if continued on attached sheet

6. HONORARIA: List names of any entities from which you received an honorarium or honoraria valued at more than \$200 over and above actual expenses and list the value of such honorarium or honoraria:

DATE

ENTITY

VALUE

Check here () if continued on attached sheet

7. LOBBYISTS: List any registered lobbyists with whom you have engaged in business from which income of over \$1,000 was received:

LOBBYIST'S NAME:

LOBBYIST'S NAME:

Check here () if continued on attached sheet

Report additional information on plain 8 1/2 x 11 paper using format of each question. Attach pages to this report. Put your name and the date on all attachments.

To the best of my knowledge and belief, the above is a true and correct compilation:

SIGNATURE: (Person Filing Statement) Date

§ 322. Failure to file financial disclosure statement--Penalties

A. Any person who fails to file a Financial Disclosure Statement required in the Political Subdivisions Ethics Act, who knowingly gives false information in the Financial Disclosure Statement or who knowingly omits required information from the Financial Disclosure Statement shall be guilty of a misdemeanor. Each violation shall be a separate offense.

B. In addition to any penalty imposed pursuant to the provisions of subsection A of this section, the person shall not be permitted to perform the duties conferred upon him by law until the statement is properly filed.

§ 323. Certain persons prohibited from having ownership interest in certain governmental securities

No person who is a public official, director, officer or trustee of a governmental entity shall own any direct or indirect interest in any bond, obligation or security issued by or in the name of such governmental entity.

§ 324. Representation by county officers and county employees

A. No county officer or county employee shall:

1. Represent another person as an attorney in any matter before the Commission; or
2. Represent another person before the governmental entity the officer or employee serves.

B. The restrictions in subsection A shall not apply to:

1. Purely ministerial matters which do not require discretion on the part of the entity;
2. Representation by the officer or employee in the course of the officer's or employee's official duties;

3. Representation of the officer or employee in the officer's or employee's personal capacity; or

4. Representation of the officer or employee in matters arising out of or rules promulgated pursuant to the Oklahoma Personnel Act.

C. A county officer or county employee shall promptly disqualify himself or herself prior to recommending or taking any official action in a matter affecting a person with whom the officer or employee is negotiating for employment.

D. The restrictions set forth in this section do not apply if the officer or employee is testifying under oath to facts that are within the individual's knowledge, or as an expert witness who does not accept compensation other than regularly provided for by law or rule for subpoenaed witnesses.

§ 325 Exemptions from compliance with act

A. Notwithstanding any other provision of the Political Subdivisions Ethics Act, no candidate or committee shall be required to file any reports, statements, registrations or other documents pursuant to the Political Subdivisions Ethics Act until such time as the candidate or committee accepts contributions or makes expenditures exceeding Five Hundred Dollars (\$500.00) in the aggregate during a campaign, for candidates or candidate committees, or during a calendar year, for other committees.

B. The provisions of the Political Subdivisions Ethics Act shall not apply to:

1. State officers or employees or state candidates, campaigns or committees; or
2. Public officers, public employees, candidates, campaigns or committees subject to the rules of the Ethics Commission.

ETHICS COMMISSION

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