OFFICE OF CAMPAIGN FINANCE

# STATEMENT OF ORGANIZATION

**(See reverse side for instructions)**

ID#

*OCF STAFF USE*

☐ **Original** ☐ **Amended**

**1**. (a) **Name of Committee (in Full)** ☐ Check if name or address is changed. (c) City, State and Zip Code

(b) Address (Number and Street) (No Post Office Boxes) (d) Home Phone Number

**2**. **Date of Organization/Change of Information**

**3. Type of Committee (Check One and complete applicable information below).**

☐ (a) Principal Campaign Committee. ☐ (b) Political Action Committee ☐ (c) Exploratory Committee ☐ (d) Transition Committee

☐ (e) Inaugural Committee ☐ (f) Independent Expenditures Committee ☐ (g) Initiative/Referendum/Recall ☐ (h) Party

Name of Individual/Committee _____ Party Affiliation _____ Office Sought _____ Ward _____

This Committee is an _____ Committee _____ No. _____.
(Initiative, Referendum or Recall) (Supporting, Opposing) (Initiative, Referendum or Recall #)

This Committee is a Party Committee of the _____ party

**4. Name of Any Connected Organization or Affiliated Committee** **Mailing Address and Zip Code** **Relationship**

***If the registering Political Committee has identified a "Connected Organization" above, please indicate type of organization:***

☐ ***Corporation*** ☐ ***Corporation w/o Capital Stock*** ☐ ***Labor Organization*** ☐ ***Membership Organization*** ☐ ***Trade Organization***

☐ ***Cooperative***

**5**. **Custodian of Records:** Identify by name, address, phone number, position, and e-mail address of the person in possession of committee books and records.

**Full Name** **Mailing Address and Zip Code** **Daytime Phone#** **Title or Position** **E-Mail Address**

**6. Treasurer:** List name, address, phone number, and e-mail address of the Committee Treasurer; and the name and address of any designated agent or Assistant Treasurer. Attach an OCF Supplemental Form, listing the name, title, address, and phone number of each person serving on the committee's Finance Committee.

☐ ***Check if Finance Committee List is attached.***

**Full Name** **Mailing Address and Zip Code** **Daytime Phone#** **Title or Position** **E-Mail Address**

**7**. **Chairperson:** List the name, address, phone number, and e-mail address of the Committee Chairperson; and the name and address of any designated agent or Vice Chairperson.

**Full Name** **Mailing Address and Zip Code** **Daytime Phone#** **Title or Position** **E-Mail Address**

**8. Banks or other Depositories:** List all banks or other depositories, including Account Title(s) and Account Number(s) in which the Committee deposits funds, holds accounts, rents safety deposit boxes or maintains funds. Attach an OCF Supplemental Form to this Statement, listing the name, title, address and phone number of each person authorized to make withdrawals or payments out of the Committee's bank accounts.

**Full Name** **Mailing Address and Zip Code** **Phone#** **Account Title(s)** **Account Number(s)**

**9. In the event of dissolution, following the retirement of the committee's debts, what disposition will be made to residual funds? Residual or surplus funds will be expended to:** ☐ Political party for political purposes ☐ Retire debts ☐ Citizen-Services Program

☐ Return to donor ☐ Charitable, Literary, Educational, Scientific Organization (non-profit)

***I certify that I have examined this statement and to the best of my knowledge and belief, it is true and correct.***

**SIGNATURE OF TREASURER** _____ **DATE** _____

***Submission of false, erroneous, or incomplete information may subject the person signing this Statement to the penalties of D.C. Official Code §§ 1-1163.35***

**For Further Information, contact the Office of Campaign Finance, Frank D. Reeves Municipal Building, 2000 14th Street, NW, Suite 433, Washington, D.C. 20009, (202) 671-0547.**

## INSTRUCTIONS FOR PREPARING OCF FORM 14

***All Committees registering for the first time must complete the entire form and check "ORIGINAL". Committees which have previously filed OCF Form 14 and are now submitting changes or corrections must check "AMENDED". If "AMENDED" is checked, complete lines 1 and 2. With respect to Lines 3 through 8, include only the change (s) in information previously submitted.***

## WHERE TO FILE

***The original Statement of Organization (OCF Form 14) and all amendments must be filed with the Office of Campaign Finance, Frank D. Reeves Municipa1 Building, 2000 14th Street NW, Suite 433, Washington, D.C. 20009.***

**Line 1** Print or type full name and mailing address of the Committee (No Post Office Boxes). The name of a Principal Campaign Committee or other authorized committee must include the name of the candidate who authorized the committee. **A Committee** which is not an authorized committee can not include the name of any District of Columbia candidate **in its name**, except that a Delegate Committee must include the word "Delegate(s)" in its name and may also include the name of the presidential candidate which it supports.

**Line 2** State the date the group or organization became a Political Committee. If this filing is an amendment, note the date of the change in information.

**Line 3** Check and complete ONE of the nine sections as follows:

(a) Principal Campaign Committee checks (**a**) and completes the corresponding information below.
(b) Any other authorized committee checks **(b)** and completes the corresponding information below.
(c) Exploratory Committee checks (c) and completes the corresponding information below.
(d) Transitional Committee checks (d) and completes the corresponding information below.
(e) Inaugural Committee checks (e) and completes the corresponding information below.
(f) Independent Expenditure Committee checks (f) and completes the corresponding information below.
(g) Any unauthorized committee, including Independent or Political Action Committee (PAC) checks **(b)**. Draft Committees check (c) and provide the name of the candidate supported or opposed.
(h) All Initiative, Referendum or Recall Committees check **(d)** and complete the corresponding information.
(i) All Party Committees check **(e)** and complete the corresponding information.

**Line 4** Political Committees must list Affiliated Committees and Connected Organizations (defined below) as follows:

Principal Campaign Committees list all other Committees authorized by the same candidate. Under "Relationship" write "Affiliated".

Political Committees authorized by the same candidate (other than the Principal Campaign Committee) list the Principal Campaign Committee authorized by the same candidate. Under "Relationship" write "Affiliated".

Political Committees which have been established, financed, maintained, or controlled by the highest level parent organization, (i.e. the corporation, labor organization, cooperative or trade association) list:

**(a)** Name of parent organization. Under "Relationship" write "Connected".

**(b)** The name of any other political committee(s) established, financed, maintained, or controlled by the same parent organization or by a subsidiary, branch, or State, local, or other subordinate unit of the same parent organization. Under "Relationship" write "Affiliated".

Political Committees which have been established, financed, maintained or controlled by a subsidiary, branch, or State, local, or other subordinate unit of an organization list:

**(a)** The name of the subsidiary, branch, or State, local or other subordinate unit of the same parent organization which it is a part. Under "Relationship" write "Connected".

**(b)** The name of the highest level Political Committee sponsored by the parent organization. Under "Relationship" write "Affiliated".

District of Columbia Party Committees list any subordinate Committees (i.e., any ward, District or other Committee). Under "Relationship" write "Affiliated".

Subordinate District of Columbia Party Committees list the District Party Committee. Under "Relationship" write "Affiliated".

**NOTE:** The term "Connected Organization" means any organization which is not a Political Committee but which directly or indirectly establishes, administers, or financially supports a Political Committee.
A Connected Organization may be a corporation (including a corporation with- out capital stock), a labor organization, a membership organization, a cooperative, or a trade association. The definition of "Affiliated Committee" is contained in the Campaign Finance regulations.

**Line 5** The name, address, phone number, e-mail address, and Committee position or title of the custodian of the Committee's books and records must be entered on line 5. If the Treasurer is the custodian of records, use the term "Treasurer "on Line 5.

**Line 6** The name address, phone number, and e-mail address, of the Committee's Treasurer must be entered on Line 6. The name and address of any designated agent or Assistant Treasurer must also be included on Line 6. Every Political Committee must have a Treasurer and may designate an Assistant Treasurer who shall assume the duties and responsibilities of the Treasurer, in the event the Treasurer is unavailable. The Director of Campaign Finance recommends that each Political Committee designate an Assistant Treasurer because no contribution or expenditure may be accepted or made by or on behalf of a Political Committee at a time when there is a vacancy in the Office of the Treasurer. No expenditure may be made for or on behalf of a Political Committee without the authorization of its Chairperson, Treasurer or their designated agent.

The name, title, address, and phone number of each person on the Committee's **Finance Committee** must be listed on the OCF Supplemental Form and attached to this Statement.

**Line 7** The name, address, phone number, and e-mail address of the Committee's Chairperson must be entered on Line 7. The name and address of any designated agent or Vice Chairperson must also be included on Line 7. Every Political Committee must have a Chairperson and may designate a Vice Chairperson who shall assume the duties and responsibilities of the Chairperson, in the event the Chairperson is unavailable. The Director of Campaign Finance recommends that each Political Committee designate a Vice Chairperson, because no expenditure should be made at a time when there is a vacancy in the office of the Chairperson.

**Line 8** The Committee must provide the name and mailing address of any bank, repository, or depository, including the Account Title(s) and Account Number(s) where the Committee holds funds. Each Committee must have a checking account or transaction account at a depository, located in the District of Columbia. All receipts of a Political Committee must be deposited into a designated depository. All disbursements must be made by check or similar drafts drawn on an account at a designated depository, except for expenditures of $50 or less, made from a Petty Cash fund.

The name, title, address, and phone number of each person who is authorized to make withdrawals or payments out of the Committees' account must be listed on the OCF Supplemental Form.

**Line 9** Please indicate what disposition will be made of residual, surplus, or unexpended campaign funds received in the event of the dissolution of the Committee.