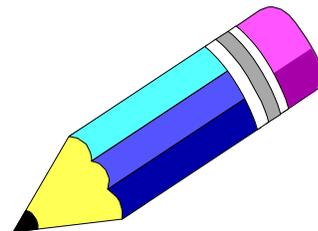


CAMPAIGN FINANCE CHECKLIST FOR 2016 MUNICIPAL CANDIDATES



Candidates should determine if they are required to make financial disclosure reports. For Milwaukee City offices, the filing officer is the City of Milwaukee Election Commission.

If NOT eligible for exemption from reporting requirements:

- Obtain a copy of the **Campaign Finance Instruction and Bookkeeping Manual** from your filing officer and carefully review it with your treasurer.

- Complete and submit a **January Continuing Campaign Finance Report (Form GAB-2L)** to the filing officer no later than **January 15, 2016**, if registered before January 1, 2016. This report covers activity from July 1, 2015 or the date of registration (whichever is later) through December 31, 2015. §11.20(4), Wis. Stats.

- Complete and submit a **Pre-Primary Campaign Finance Report (Form GAB-2L)** to the filing officer no later than **February 8, 2016**, if a Spring Primary is held and if candidate's name will appear on the Spring Primary ballot. This report covers activity from January 1, 2016 through February 1, 2016.

- Complete and submit a **Pre-Election Campaign Finance Report (Form GAB-2L)** to the filing officer, no later than **March 28, 2016**, if candidate's name will appear on the Spring Election ballot. This report covers activity from February 2, 2016 through March 21, 2016, if a primary was held and candidate's name appeared on the Spring Primary ballot **or** January 1, 2016 through March 21, 2016 if no primary held or the candidate's name did not appear on the Spring Primary ballot.

- Complete and submit a **July Continuing Campaign Finance Report (Form GAB-2L)** to the filing officer no later than **July 15, 2017**. This report covers activity from January 1, 2016 through June 30, 2016.

Committees must file "Continuing Reports" until a termination report (GAB-2L) is filed.

For further information or to obtain any of the necessary forms, please contact the City of Milwaukee Election Commission or visit our website at www.milwaukee.gov/election