

Registering a Committee

Revised 3/16

New Committees:

Pursuant to Iowa Code section 68A.201, a campaign committee is required to register with the Board by filing a statement of organization (DR-1) within 10 days of exceeding \$1,000 in money or goods raised, expenditures made, or debts incurred. Pursuant to Iowa Code section 68A.201(3), a committee must file an amended DR-1 if there are any changes to the information disclosed on the original DR-1. The amended form must be filed within 30 days of the date of the change.

Statements Required to be Electronically Filed:

Effective January 1, 2016, every committee must file an original or amended DR-1 electronically using the Board's web reporting system,ⁱ which can be found here: <https://webapp.iecdb.iowa.gov/Default.aspx>.

New Committees Filing Before Reaching Financial Threshold:

New committees also have the option of registering a committee prior to reaching the \$1,000 financial filing threshold. A committee seeking to register before required by statute to do so may either file a DR-1 or Form DR-SFA.ⁱⁱ If a committee filing Form DR-SFA later exceeds the \$1,000 threshold, the committee is required to file a DR-1. The purpose of this voluntary registering of a campaign committee is to allow the committee to use the abbreviated "paid for by" attribution statement on political materials that is available to registered committees. A Form DR-SFA may be filed using the Board's web reporting system: <https://webapp.iecdb.iowa.gov/Default.aspx>.

Existing Candidate's Committees Seeking a Different Office:

A candidate's committee that has already filed a DR-1 for one office but then exceeds the \$1,000 threshold for a different office must either file a new DR-1 or amend the existing DR-1. In either case, the statement must be filed within 10 days of the \$1,000 threshold being exceeded for the new office sought.ⁱⁱⁱ

Permanent Organization Making a One-Time Contribution:

A permanent organization (such as a business, association, or other person who is not an individual) that makes one campaign contribution in excess of \$1,000 in a calendar year may file Form DR-OTC in lieu of registering a committee and filing campaign reports.^{iv} A permanent organization that makes more than one campaign contribution in a calendar year that in the aggregate exceeds \$1,000 is required to organize and register a political committee, file disclosure reports, and, upon completion of activity, file a notice of dissolution.^v A Form DR-OTC may be filed using the Board's web reporting system: <https://webapp.iecdb.iowa.gov/Default.aspx>.

County Central Committees (County Statutory Political Committees):

Prior to July 1, 2005, a county central committee was automatically created when its state party was formed. However, Iowa Code section 68A.102(12) was amended so that a county central committee is not required to be registered until it exceeds the \$1,000 threshold. Thus, if any new state parties are created, their corresponding county central committees will only need to register if they exceed \$1,000 in activity or voluntarily register in order to use the abbreviated “paid for by” attribution statement on political materials.

Out-of-State/Federal PACs:

An out-of-state or federal PAC making a contribution in excess of \$50 to an Iowa committee is required to electronically file a Verified Statement of Registration (VSR).^{vi} A VSR may be filed using the Board’s web reporting system: <https://webapp.iecdb.iowa.gov/Default.aspx>.

Board encourages all prospective campaign committees to contact the Board’s staff if they have any questions or concerns. The Board’s telephone number is (515) 281-4028.

ⁱ Iowa Code § 68A.401, as amended by 2015 Iowa Acts, chapter 54, sections 7-8.

ⁱⁱ Iowa Administrative Code r. 351—4.11.

ⁱⁱⁱ Iowa Administrative Code r. 351—4.6(2)

^{iv} Iowa Administrative Code r. 351—4.35.

^v Iowa Code § 68A.402(9).

^{vi} Iowa Code §68A.201A.