

IOWA ETHICS AND CAMPAIGN DISCLOSURE BOARD

**510 EAST 12TH, SUITE 1A
DES MOINES, IA 50319
Report Fax Line: (515)281-4073
www.iowa.gov/ethics**

Form	DR-OTC
ONE-TIME CONTRIBUTION IN EXCESS OF \$1000 BY A PERMANENT ORGANIZATION	
For office use only	
Indexed	_____
Audited	_____
Checked	_____
Computer	_____

**ONE-TIME CONTRIBUTION IN EXCESS OF \$1000
BY A PERMANENT ORGANIZATION**

Iowa Code section 68A.402(9) requires a permanent organization that contributes in excess of \$1000 to register and file reports as a PAC. This form is intended to serve those purposes. The form must be filed with the Board on or before the tenth day of the date the check was issued.

ORGANIZATION MAKING CONTRIBUTION:¹

Name _____	
Mailing Address _____	City, State, Zip Code _____
Email Address (Optional) _____	Area Code & Telephone No. _____

CONTACT PERSON FOR THE ORGANIZATION:

Name _____	
Mailing Address _____	City, State, Zip _____
Email Address (Optional) _____	Area Code & Telephone Number _____

CANDIDATE OR COMMITTEE RECEIVING THE CONTRIBUTION:

Name of Candidate or Committee _____	
Mailing Address _____	City, State, Zip Code _____
Email Address (if available) _____	Area Code & Telephone Number _____
If contribution to candidate, disclose source of original funds used to make such contribution (attach additional pages if necessary).	

Date of Contribution _____	\$ _____	Amount _____
Date of Election _____	County (If Applicable) _____	
If In-Kind Contribution, Describe _____		

Criteria to use this form:

1. One campaign contribution in excess of \$1000 was made to a state or local candidate, party, political committee (PAC) for either a candidate or a ballot issue, or any other organization that advocates the election or defeat of a candidate or ballot issue.
2. Must be a permanent organization not established for election purposes.
3. No person gave money to the organization for the purpose of the organization then using the money to make the contribution.
4. If the contribution was made to a candidate, no funds from a corporation or other prohibited contributor under Iowa Code section 68A.503 were used to make the contribution (this does not apply to a contribution made to a ballot issue committee).
5. Only one contribution to any campaign committee except for a ballot issue committee was made in a calendar year. No more than one contribution may be made to any one ballot issue committee during a ballot issue election. If more than one contribution and the total amount of the contributions exceed \$1000, the organization must register with the Board as a political committee (PAC) within 10 days of crossing the \$1000 threshold.

Statement of Affirmation:

I, _____ affirm that the contribution reported above is accurate. I further affirm that the information concerning the organization is correct and true to the best of my knowledge. I understand that by filing this form, I am subject to the laws found in Iowa Code chapter 68A and administrative rules found in chapter 351. I also understand that the failure to timely file this form leads to the imposition of civil penalties and the intentional failure to file the form may lead to additional civil and criminal sanctions.

Signature

Date

¹ "Contribution" includes goods or services that are provided for free or otherwise less than fair market value.

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Intent of form:

This form is intended to serve as a statement of organization, campaign disclosure report, and a notice of dissolution by a permanent organization that makes a one-time contribution to another organization that is involved in election activities. The form shall not be filed by any other organization or any person failing to meet all of the criteria set out on the front of this form. The term "contribution" also includes goods or services that are provided for free or otherwise less than fair market value.

Only one contribution may be made to any campaign committee **except** for a ballot issue committee in a calendar year. No more than one contribution may be made to any one ballot issue committee during a ballot issue election. If more than one contribution and the total amount of the contributions exceed \$1000, the organization must register with the Board as a political committee (PAC) within 10 days of crossing the \$1000 threshold. See Iowa Code 68A.201.

Where to file:

Iowa Ethics and Campaign Disclosure Board
510 E. 12th, Suite 1A
Des Moines, Iowa 50319
-or-
by fax: (515) 281-4073

When to file:

This form must be received in the Iowa Ethics and Campaign Disclosure Board office on or before the tenth day of the date the check was issued, or received bearing a U.S. postmark on or before the tenth day of the date the check was issued. (The failure to timely file this form leads to the imposition of civil penalties and the intentional failure to file the form may lead to additional civil and criminal sanctions.)

Who to call if there are questions regarding this form

For all questions regarding the use of this form, please call the Iowa Ethics and Campaign Disclosure Board office at (515) 281-4028.