Commonwealth of Massachusetts

Form CPF 101 PC: STATEMENT OF ORGANIZATION
POLITICAL ACTION COMMITTEE
Office of Campaign and Political Finance

File with: Director
Office of Campaign and Political Finance
One Ashburton Place
Boston, MA 02108
(617) 727-8352

CPF ID# _____
For Office Use

NOTICE IS HEREBY GIVEN in accordance with the provisions of General Laws, Chapter 55, as amended, of the organization of a political action committee as follows:

1. Name: (see note 1) _____

_____

2. Address: _____

2a. Mailing Address: _____

3. Purpose: (see note 2) _____

3a. Specific issues and interests: _____

_____

_____

4. Officers: (see note 3)

	Name	Residential Address	Zip	Tel. No.
Chairman:				
Treasurer:				
Other officer:				
Other officer:				

Attach additional page, if necessary, with other officers and finance committee, if any

The chairman and treasurer of a political committee should be familiar with all provisions of M.G.L. c. 55, which specifies that each treasurer of a political committee shall keep and preserve detailed accounts, vouchers and receipts for a period of six years from the date of the relevant election; no expenditures shall be made for, or on behalf of, a political committee without the authorization of the chairman or treasurer, or their designated agents; and, that all funds of a political committee shall be kept separate from any personal funds of any officers, members or associates of such committee.

I hereby accept the office of Chairman of the above-named committee.
SIGNED UNDER THE PENALTIES OF PERJURY,

_____
Chairman's signature Date

I hereby accept the office of treasurer of the above-named committee. I understand that I am subject to certain duties and liabilities under M.G.L. c. 55, including the timely filing of campaign finance reports. I am aware that an appointed public employee may not serve as treasurer of a political committee. I am also aware that a candidate or elected official may not serve as treasurer of a political action committee except as authorized by M.G.L. c. 55, s. 5A.
SIGNED UNDER THE PENALTIES OF PERJURY,

_____
Treasurer's signature Date

NOTES FOR COMPLETING THIS FORM

NOTE 1. M.G.L. c. 55, s. 5 requires that the full name of a political committee:

(i) include the full words represented by any abbreviations, initials or acronyms in the name;
(ii) clearly identify the economic or other special interest, if identifiable, of a majority of its contributors or organizers;
(iii) if a majority of its contributors or organizers share a common employer that identifies the employer;
(iv) if the committee is organized, financed, controlled or maintained by an individual, the name or phrase identifies said individual; and,
(v) the words "Political Action Committee" be included in the name.

NOTE 2. M.G.L. c. 55, s. 5 requires that the statement of purpose for which a political committee is organized include a list of specific issues in which the committee takes an interest, and a list of specific interests, including but not limited to business, charitable, educational, or other interests represented by the committee, or by a significant proportion of its officers, members or donors.

NOTE 3. M.G.L. c. 55, s. 5A states, in general, that no candidate or individual holding elective public office shall establish, finance, maintain, control or serve as a principal officer of a political action committee. In addition, public employees may not serve as treasurers of political committees.

SELECTED EXTRACTS FROM M.G.L. C. 55.

Section 1 defines political action committee: "Political action committee", a political committee which is not a candidate's committee, a political party committee nor a ballot question committee; provided, however, that a political committee which does not receive contributions from any individual that exceed one hundred dollars in any calendar year, which has been in existence for six months or more and which contributes to five or more candidates shall not be a political action committee; ...

Section 3 requires the director to "assess a civil penalty for any [late filed] report ... of ten dollars per day....[up to $2,500]....

Section 5 outlines statements of organization of political committees: Each political committee shall organize by filing with the director or, if organized for the purpose of a city or town election only, with the city or town clerk, a statement of organization.

The statement of organization shall include: (1) the full name of the political committee ... which, if not organized on behalf of a candidate, shall include the full words represented by any abbreviations, initials or acronyms in said name; ... (2) the address of the political committee; (3) a statement of the purpose for which the political committee is organized which shall include,..., a list of specific issues in which the committee takes an interest, and a list of specific interests, including but not limited to business, charitable, educational, or other interests represented by the committee, or by a significant proportion of its officers, members or donors; (4) the name and residential address of the chairman and the treasurer; (5) the name, residential address, and position of other principal officers, including officers and members of the finance committee, if any, and; (6) the name and address, if known, and party affiliation of each candidate the political committee is supporting; provided, however, that if a candidate is nominated without reference to a political party, the name of his political party shall not be required...

Any change in information previously submitted in a statement of organization shall be reported to the director, or if organized for the purpose of a city or town election only, to the city or town clerk, within ten days following the change.

Each political committee shall have a treasurer who shall qualify for his office by filing a written acceptance thereof with the director, or if organized for the purpose of a city or town election only, with the city or town clerk. Said treasurer shall remain subject to all the duties and liabilities imposed by this chapter until his written resignation of the office is received or his successor's written acceptance is filed as aforesaid. No person acting under the authority of, or on behalf of, any political committee shall receive any money or anything of value, or expend or disburse the same, or incur expenses while it has no treasurer qualified as aforesaid, or while the name and address of any of its officers or members, as originally or subsequently chosen, is not filed in accordance with the provisions of this section or chapter 52, as the case may be.

Each treasurer of a political committee shall keep and preserve detailed accounts, vouchers and receipts as prescribed for a candidate by the provisions of section two. Each treasurer of a political committee shall keep said records for a period of six years following the date of the relevant election. ...

No expenditure shall be made for, or on behalf of, a political committee without the authorization of the chairman or treasurer, or their designated agents.

All funds of a political committee shall be kept separate from any personal funds of officers, members or associates of such committee.

Section 5A. No candidate or individual holding elective public office shall establish, finance, maintain, control or serve as a principal officer of a political action committee; provided, however, that each of the following may authorize one such political committee to which this section shall not apply: a majority of the members of each political party who are members of the house of representatives, and a majority of the members of each political party who are members of the senate.

Section 5B. (a) Every political committee, other than a political party committee or a candidate's committee, shall name and identify itself in its organizational statement pursuant to section five by using a name or phrase that:

(i) clearly identifies the economic or other special interest, if identifiable, of a majority of its contributors; and
(ii) if a majority of its contributors share a common employer, that identifies the employer.
(b) If the economic or other special interest or common employer are not identifiable under subsection (a), every such political committee shall name and identify itself in its organizational statement using a name or phrase:
(i) that clearly identifies the economic or other special interest, if identifiable, of a majority of its organizers; and
(ii) if a majority of its organizers share a common employer, that identifies the employer; and
(iii) *if the committee is organized, financed, controlled or maintained by an individual, that identifies said individual.*
(c) No political committee shall use any name other than the name included in its organizational statement.

IMPORTANT: All committees wishing to support more than one candidate must register with OCPF as a political action committee. If a political committee wishes to become a "people's committee", it must first register as a political action committee. Six months after registering, if all the provisions of "people's committees" have been complied with, it may change its status to a "people's committee". To do so it should contact OCPF at (617) 727-8352 to obtain the necessary forms and information.