Form CPF 101 BQ: STATEMENT OF ORGANIZATION BALLOT QUESTION COMMITTEE

Commonwealth of Massachusetts

Office of Campaign and Political Finance

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

CPF ID #: _____

Please print or type all information, except signatures.

NOTICE IS HEREBY GIVEN, in accordance with the provisions of M.G.L. Chapter 55, of the organization of a ballot question committee as follows:

1. Name: (See note 1) _____

2. Mailing Address: _____

3. Purpose / Specific issues and interests (See note 2) _____

4. Topic of question: _____
   Question number, if known

5. Committee is formed to (check one): support _____ / oppose _____ the question.

6. Officers:

	Name	Residential Address	City/State/ZIP	Tel. No.
Chairman:				
Treasurer:				
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 aware that provisions of M.G.L. c. 55 specify 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. Chapter 55 also specifies that 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 the funds of a political committee shall be kept separate from any personal funds of any officers, members or associates of such committee.

SIGNED UNDER THE PENALTIES OF PERJURY:

I hereby accept the office of Chairman of the above-named committee:

_____
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 ballot question committee.

_____
Treasurer's signature Date

INSTRUCTIONS FOR COMPLETING THIS FORM

NOTE 1. M.G.L. c. 55, s. 5 & 5B 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, identify the employer
(iiii) if the committee is organized, financed, controlled or maintained by an individual, identify said individual;

NOTE 2. M.G.L. c. 55, s. 5 and 5B 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.

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

Section 1 defines a ballot question committee: a political committee which receives or expends money or other things of value for the purpose of favoring or opposing the adoption or rejection of a specific question or questions submitted to the voters including, without limitation, a charter change, an initiative or referendum question or a constitutional amendment.

Section 3 requires the director to "assess a civil penalty for any [late filed] report… of ten dollars per day… [up to $2,500]… the civil penalty shall be assessed against the treasurer of the [ballot question] committee…

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...

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 fore 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...

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 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 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.
(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.