



**THE MIAMI-DADE COUNTY  
COMMISSION ON ETHICS AND PUBLIC TRUST**

**WELCOMES YOU TO THE**



***Campaign Skills Seminar***

***City of North Miami Beach***

**March 11, 2015 6:00 p.m.**



**MIAMI-DADE  
ELECTIONS DEPARTMENT  
CANDIDATE & CAMPAIGN FINANCE  
WORKSHOP**

**TRAINING OVERVIEW:**

**PART I. BECOMING A CANDIDATE**

**PART II. CAMPAIGN FINANCING**

**PART III. LEGISLATIVE CHANGES  
& OTHER INFORMATION**

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**PART I.  
BECOMING A CANDIDATE:**

**ELECTION CYCLE AND  
FILING REQUIREMENTS**

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# Candidate Information

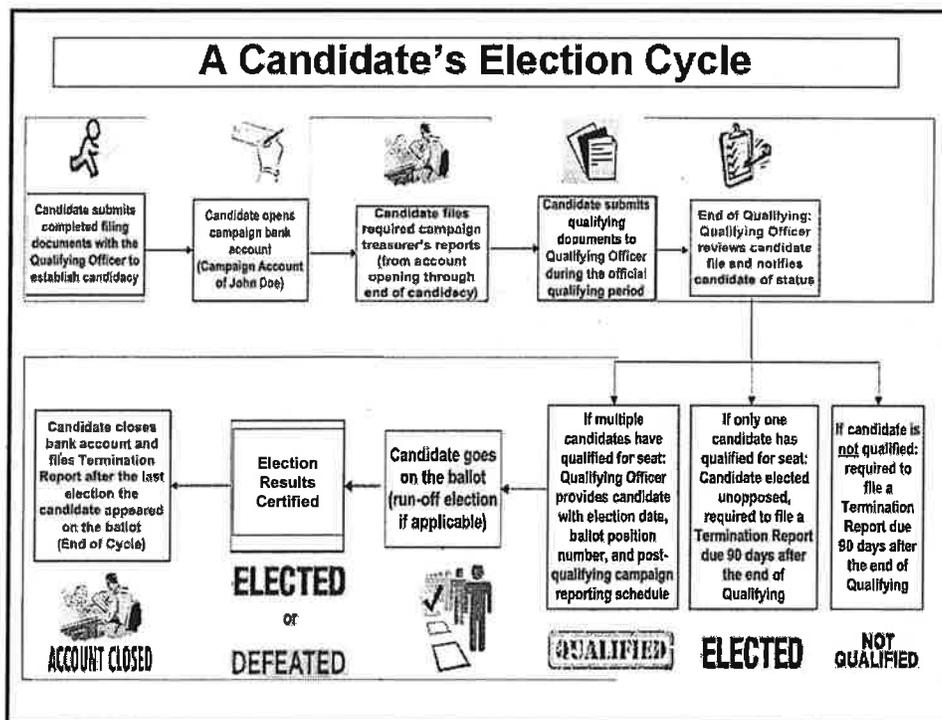
This workshop is an overview of requirements and filings. Each candidate is responsible for following the specific laws relating to their candidacy.

## County Candidates

- Candidate obtains the Miami-Dade County "Qualifying Handbook" from the Elections website at: [www.miamidade.gov/elections](http://www.miamidade.gov/elections).
- Documents are filed with the Miami-Dade County Supervisor of Elections.

## Municipal Candidates

- Candidate obtains all qualifying documents, required forms, and information from the municipal clerk.
- Documents are filed with municipal clerk, the qualifying officer.



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### CANDIDATES

Candidates must follow certain laws and requirements to run for office.

**Campaign Skills Seminar on Mar. 11**  
 Citizens considering running for elected office can attend the Campaign Skills Seminar on Mar. 11 in the McTear Hall Center in North Miami Beach.

Candidates, campaign treasurers and volunteers will get information about fundraising and record keeping, as well as the legal and ethical obligations of running public office.

The seminar, which runs from 6-8 p.m., is free and open to the public. For more information or to reserve a seat, email [Debra Thompson](mailto:Debra.Thompson@mi-dade.net) or call 305-392-0910.

**Candidate Qualifying Handbook**  
 Information on how to run for elected office in Miami-Dade County.

**Candidate Campaign Information**  
 View financial contributions and other reports from Miami-Dade County Commission, Judicial, School Board and other candidates for the 2014 General Election, and going back to 2002.

**Candidate Reporting**  
 Campaign Treasurer's Reports must be filed by all Miami-Dade County candidates with the Miami-Dade County Supervisor of Elections via the Online Reporting application. To access the application, you must first obtain a login ID and password from the Elections Department. Some County candidates for office must also file an Absentee Ballot Campaign Report.

**Recent Legislative Changes**  
 Recent Miami-Dade County and State of Florida decisions regarding elections.

**Poll Watchers**  
 Each political party and each candidate may have one watcher in each polling room of early voting area at any one time during the election.

[Candidate Qualifying Handbook](#)  
[Candidate Campaign Information](#)  
[Candidate Reporting](#)  
[Recent Legislative Changes](#)  
[Poll Watchers](#)

[Access to pertinent qualifying information](#)  
[List of candidates by election year](#)  
[Log-in to campaign reporting application](#)  
[Stay informed of recent changes that affect you](#)  
[Designation form & Guidelines](#)

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**Required Forms to Announce as a Candidate:  
 Appointment of Campaign Treasurer and Designation of  
 Campaign Depository for Candidate (DS-DE 9)**

**APPOINTMENT OF CAMPAIGN TREASURER AND DESIGNATION OF CAMPAIGN DEPOSITORY FOR CANDIDATES**  
 (Section 16.02(1), F.S.)  
 (RELEASE PRINT OR TYPE)

NOTE: This form must be an file with the candidate office before opening the campaign account.

**1. CHECK APPROPRIATE BOXES:**  
 Ballot Filing or Firms     Noting to Change     Treasurer (Designated)     Depository     Other     Party

2. Name of Candidate (in the order: First, Middle, Last) \_\_\_\_\_ 3. Address (include box address for a ballot, the ZIP, ZIP+4) \_\_\_\_\_

4. Telephone: \_\_\_\_\_ 5. E-mail address: \_\_\_\_\_

6. Office sought: (include ballot, district, group, group run-off) \_\_\_\_\_ 7. If a candidate for a presidential office, check if applicable:  My intent is to run as a write-in candidate.

8. If a candidate for a general office, check box and fill in name of party as applicable: My intent is to run as a  Write-in  No Party Affiliation  \_\_\_\_\_ Party (circle one)

9. I have appointed the following person to act as my  Campaign Treasurer  Deputy Treasurer

10. Name of Treasurer or Deputy Treasurer \_\_\_\_\_

11. Mailing Address: \_\_\_\_\_ 12. Telephone: \_\_\_\_\_

13. City: \_\_\_\_\_ 14. County: \_\_\_\_\_ 15. State: \_\_\_\_\_ 16. ZIP Code: \_\_\_\_\_ 17. E-mail address: \_\_\_\_\_

18. I have designated the following bank as my  Primary Depository  Secondary Depository

19. Name of Bank: \_\_\_\_\_ 20. Address: \_\_\_\_\_

21. City: \_\_\_\_\_ 22. State: \_\_\_\_\_ 23. ZIP Code: \_\_\_\_\_ 24. Box Number: \_\_\_\_\_

UNDER PENALTY OF PERJURY (SEE CLAUSE 20) I HAVE READ THE INSTRUCTIONS FOR THE APPOINTMENT OF CAMPAIGN TREASURER AND DESIGNATION OF CAMPAIGN DEPOSITORY AND I CERTIFY THAT THE FACTS STATED ARE TRUE.

25. Sign: \_\_\_\_\_ 26. Signature of Candidate: \_\_\_\_\_

27. Treasurer's Acceptance of Appointment (fill in the blanks and cross the appropriate box):  
 I, \_\_\_\_\_, do hereby accept the appointment as \_\_\_\_\_  
 (Print Name of Signatory)  
 Designated as my:  Campaign Treasurer  Deputy Treasurer

28. Signature of Campaign Treasurer or Deputy Treasurer: \_\_\_\_\_  
 Title: \_\_\_\_\_

DS-DE 9 (Rev. 10/10) June 15, 2010, F.A.C.

**What is included in the DS-DE 9?**

Specify why the form is being filed.

Candidate name and contact information. If home address exempt per State law, provide P.O. Box or office address.

Identify specific office you are running for. **You** are responsible for writing the correct office. For non-partisan candidates, leave Items 7 and 8 blank.

Treasurer or Deputy Treasurer information.

- Up to three deputy campaign treasurers, separate form for each appointment.
- If treasurer or deputy treasurer resigns or is removed, copy of resignation or removal letter must be provided to Elections. New DS-DE 9 required for new appointees. (F.S. 106.021(2)).
- Treasurer not required to be a registered voter.

Specify campaign banking information.

The form must be signed by Candidate and either Treasurer or Deputy Treasurer.

APPOINTMENT OF CAMPAIGN TREASURER AND DESIGNATION OF CAMPAIGN DEPOSITORY FOR CANDIDATES (Section 106.021(5), F.S.) (PLEASE PRINT OR TYPE)	
NOTE: This form must be on file with the qualifying officer before opening the campaign account.	
OFFICE USE ONLY	
1. CHECK APPROPRIATE BOXES: <input type="checkbox"/> Initial Filing of Form <input type="checkbox"/> Re-filing to Change <input type="checkbox"/> Treasurer/Deputy <input type="checkbox"/> Depository <input type="checkbox"/> Office <input type="checkbox"/> Party	
2. Name of Candidate (in this order: First, Middle, Last)	3. Address (include post office box or street, city, state, zip code)
4. Telephone	5. E-mail address
6. Office sought (include district, county, group number)	7. If a candidate for a <u>partisan</u> office, check if applicable: <input type="checkbox"/> My intent is to run as a Write-In candidate.
8. If a candidate for a <u>partisan</u> office, check block and fill in name of party as applicable: My intent is to run as a <input type="checkbox"/> Write-In <input type="checkbox"/> No Party Affiliation <input type="checkbox"/> Party candidate	
9. I have appointed the following person to act as my <input type="checkbox"/> Campaign Treasurer <input type="checkbox"/> Deputy Treasurer	
10. Name of Treasurer or Deputy Treasurer	
11. Mailing Address	
12. Telephone	
13. City	14. County
15. State	16. Zip Code
17. E-mail address	
18. I have designated the following bank as my <input type="checkbox"/> Primary Depository <input type="checkbox"/> Secondary Depository	
19. Name of Bank	
20. Address	
21. City	22. County
23. State	24. Zip Code
I HEREBY CERTIFY (OR PURSANT, I DECLARE) THAT I HAVE READ THE FOREGOING FORM FOR APPOINTMENT OF CAMPAIGN TREASURER AND DESIGNATION OF CAMPAIGN DEPOSITORY AND THAT THE FACTS STATED THEREIN ARE TRUE:	
25. Date	26. Signature of Candidate <input checked="" type="checkbox"/>
27. Treasurer's Acceptance of Appointment (fill in the blanks and check the appropriate block) I, _____, do hereby accept the appointment designated above as: <input type="checkbox"/> Campaign Treasurer <input type="checkbox"/> Deputy Treasurer. <input checked="" type="checkbox"/>	
Date	Signature of Campaign Treasurer or Deputy Treasurer
(DS-DE 9 (Rev. 10/10))	Note: 10-2-9901, F.A.C.

**Required Forms to Announce as a Candidate:**

All candidates: Statement of Candidate (DS-DE 84)  
Must be filed within 10 days of filing DS-DE 9

Judicial candidates must also file:  
Statement of Candidate for Judicial Office (DS-DE 83)

STATEMENT OF CANDIDATE (Section 106.023, F.S.) (Please print or type)	OFFICE USE ONLY
I, _____, candidate for the office of _____, have been provided access to read and understand the requirements of Chapter 106, Florida Statutes.	
X _____ Signature of Candidate	_____
_____ Date	
Each candidate must file a statement with the qualifying officer within 10 days after the Appointment of Campaign Treasurer and Designation of Campaign Depository is filed. Willful failure to file this form is a first degree misdemeanor and a civil violation of the Campaign Financing Act which may result in a fine of up to \$1,000, (ss. 106.10(1)(c), 106.205(1), Florida Statutes).	
DS-DE 84 (07/11)	

STATEMENT OF CANDIDATE FOR JUDICIAL OFFICE (Section 106.031(5), F.S.) (Please Type)	OFFICE USE ONLY
I, _____, a judicial candidate, have received, read, and understand the requirements of the Florida Code of Judicial Conduct.	
_____ (Signature of candidate)	
_____ (Date)	
Each candidate for judicial office, including an incumbent judge, shall file a statement with the qualifying officer, within 10 days after filing the Appointment of Campaign Treasurer and Designation of Campaign Depository.	
DS-DE 83 (Rev. 02/08)	10

## Opening a Campaign Bank Account

- **After** filing the "Appointment of Campaign Treasurer and Designation of Depository (DS-DE 9)" with the qualifying officer, a candidate can proceed to open a bank account and begin receiving contributions.
- Bank policies may vary across different financial institutions, but it is common for banks to request a copy of the initial filing documents and a federal identification number (please consult with your bank).
- Campaign checks to read: "Campaign Account of (Name of Candidate)".
- Only the Treasurer or Deputy Treasurer(s) are allowed to sign checks drawn from the candidate's campaign bank account.
- The campaign account must be used to track all contributions and expenses associated with the campaign.

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## Forms due at the Time of Qualifying

- A Financial Disclosure form covering the preceding tax year is required at the time of qualifying:
  - Municipal, Community Council, Community Development District and South Dade Soil and Water Conservation District candidates file a **Form 1 – Statement of Financial Interests**.
  - County Judge, Clerk of the Circuit Courts, School Board, Miami-Dade County Mayor, Miami-Dade County Commissioner and Miami-Dade Property Appraiser candidates file a **Form 6 – Full and Public Disclosure of Financial Interests**.
- A Candidate Oath (based on specific office)
  - The name as written on the Candidate Oath is how the name will appear on the ballot.
  - All Candidate Oaths must be notarized.

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## Qualifying

- A candidate may qualify by petition, qualifying fee, or a combination of both depending on the office. Check requirements with Qualifying Officer.
- The qualifying fee must be paid by a check drawn from the campaign bank account and signed by the Treasurer or Deputy Treasurer (unless otherwise indicated in qualifying package).
- Make sure all required paperwork is filled out and submitted by the end of the qualifying period.
- Per F.S. 99.061, the filing officer performs only a ministerial duty; looks only at face of documents for completeness, not whether contents are accurate.
- Dishonored check: Filing officer must immediately notify the candidate, who only has until the end of qualifying to pay the fee with a cashier's check.

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## Name and Position Number on Ballot

- Assigned by Elections Department after the end of qualifying when master ballot is finalized.
- Candidates may obtain their number from the Elections Department's website as soon as it is available, or from the qualifying officer.
- Candidate names for each nonpartisan office shall be listed in alphabetical order per F.S. 105.041.
- A candidate's name may not be changed after the end of qualifying per F.S. 99.061(6)(b).
- Nicknames may not be allowed if Election officials determine that it was never used by the candidate as part of his/her legal name or the candidate is not generally known by that name. (DE 86-06)
- Descriptive information such as a title (i.e. Dr. or M.D.) permissible only when two persons of the same name or whose names are so similar as to reasonably cause confusion, seek the same office. (DE 86-06)

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## **PART II. CAMPAIGN FINANCING:**

### **FILING REQUIREMENTS AND BEST PRACTICES FOR SUBMITTING A SUCCESSFUL REPORT**

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#### **Contributions**

- Must fall within time period covered by report.
- Must have complete itemized information including date, name, complete address, contribution type, occupation (if over \$100) and dollar amount.
- Maximum cash contribution per election is \$50 (cashier's check considered as cash).
- Contribution limit to a candidate is \$1,000 per election (credit card, debit card, money order, or Paypal contribution considered a check).
- Contributions collected via Paypal or third-party vendor to collect contributions must be reported in full (fees reflected as expenditure).
- Person signing the check is the contributor, except for a company check that is a "Business" entity.
- In-kind contributions subject to contribution limitations.
- Candidates cannot accept contributions from an ECO.

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## Campaign Treasurer's Report Itemized Contributions (DS-DE 13)

CAMPAIGN TREASURER'S REPORT -- ITEMIZED CONTRIBUTIONS						
(1) Name		(2) I.D. Number				
(3) Cover Period		Through			(4) Page of	
(5) State	(7) Full Name (Last, Middle, First, Middle)	(8) Contributor Type	(9) Contribution Type	(10) In-kind Description	(11) Amount	(12)
03	Joe A. Smith	I Teacher	CHE		\$500.00	
29	123 Maple Street					
14	Miami, Florida 33128					
001						Sum of all contributions

The **maximum** contribution (in the form of cash or cashier's check) is \$50.00 per person per election. Checks are a maximum of \$1,000.00 per person per election.

If a loan is made to candidate, it gets paid back prior to the disposal of remaining funds.

FLORIDA DEPARTMENT OF STATE DIVISION OF ELECTIONS CAMPAIGN TREASURER'S REPORT SUMMARY	
(1) Name	OFFICE USE ONLY
(2) Address (Include unit and street) City, State, Zip Code	(3) ID Number
(4) Check appropriate boxes: <input type="checkbox"/> Candidate before meeting <input type="checkbox"/> Political Committee <input type="checkbox"/> Committee of Citizens or Employees <input type="checkbox"/> Party Executive Committee <input type="checkbox"/> Secretary/Committee Chair	(5) CHECK IF ADDRESS HAS CHANGED <input type="checkbox"/> CHECK IF PC HAS EXPIRES <input type="checkbox"/> CHECK IF PC HAS EXPIRES <input type="checkbox"/> CHECK IF PC HAS EXPIRES <input type="checkbox"/> CHECK IF NO OTHER ELIGIBLE CANDIDATE COMPLETION DATE: _____
(6) REPORT PERIOD From _____ To _____ Report Type <input type="checkbox"/> Original <input type="checkbox"/> Amendment <input type="checkbox"/> Special Election Report <input type="checkbox"/> Independent Candidate Report	(7) REPORT TYPE
(8) CONTRIBUTIONS THIS REPORT Cash & Checks \$ 500.00 Loans \$ _____ Total Monetary \$ 500.00 In-kind \$ _____	(9) EXPENDITURES THIS REPORT Monetary Expenditures \$ _____ Transfers to Other Accounts \$ _____ Total Monetary \$ _____ Other Distributions \$ _____
(10) TOTAL Monetary Contributions To Date	(11) TOTAL Monetary Expenditures To Date

Last day to accept any kind of contribution is midnight on the last Thursday prior to the Tuesday election.

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## Expenditures

- Must fall within time period covered by the report.
- Must have complete itemized information including date, name, complete address, purpose of expenditure, and dollar amount.
- Reimbursement from campaign account is allowable directly to an individual/organization that has incurred approved expenses on behalf of the campaign. Include full name, address, specific purpose, and amount.
- Campaign accounts may not provide a direct payment to the credit card of an individual/organization as a form of reimbursement.
- Poll workers should be paid with a campaign check and each poll worker paid should be itemized.
- Bank fees and fees assessed by Paypal or a third-party vendor to collect contributions must be reported as expenditures (not deducted from the contribution amount).

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## Campaign Treasurer's Report Itemized Expenditures (DS-DE 14)

CAMPAIGN TREASURER'S REPORT - ITEMIZED EXPENDITURES					
(1) Name _____			(2) I.D. Number _____		
(3) Cover Period _____ through _____		(4) Page _____ of _____			
(5) Date	(6) Full Name (Last, Suffix, First, Middle) Street Address & City, State, Zip Code	(8) Purpose (add office sought if contribution to a candidate)	(9) Expenditure Type	(10) Amendment	(11) Amount
03/29/14	Susan B. Smith 456 Oak Street Miami, Florida 33128	Reimbursement for office supplies for mailer (toner/paper)	MON		\$47.84
001				Sum of all expenditures	

FLORIDA DEPARTMENT OF STATE DIVISION OF ELECTIONS CAMPAIGN TREASURER'S REPORT SUMMARY	
(1) Name _____	OFFICE USE ONLY
(2) Address (number and street) City, State, Zip Code	(3) ID Number: _____
<input type="checkbox"/> CHECK IF ADDRESS HAS CHANGED <input type="checkbox"/> Check appropriate box(es): <input type="checkbox"/> Candidate (filing statement) <input type="checkbox"/> Political Committee <input type="checkbox"/> Committee of Candidate Candidate <input type="checkbox"/> Party Executive Committee <input type="checkbox"/> Endorsing Organization	<input type="checkbox"/> CHECK IF FEEDBACK ISSUED <input type="checkbox"/> CHECK IF CDS HAS ISSUED <input type="checkbox"/> CHECK IF NO OTHER ELECTIONS/ISSUES ON THIS REPORT (FILE FEEDBACK)
(4) REPORT IDENTIFIERS	
Cover Period: From _____ To _____	Report Type _____
<input type="checkbox"/> Original <input type="checkbox"/> Amendment <input type="checkbox"/> Special Election Report <input type="checkbox"/> Independent Expenditure Report	
(5) CONTRIBUTIONS THIS REPORT	(6) EXPENDITURES THIS REPORT
Cash & Checks \$ _____	Monetary Expenditures \$ <b>\$47.84</b>
Loans \$ _____	Transfers in Office Account \$ _____
Total Monetary \$ _____	Total Monetary \$ <b>\$47.84</b>
In-Kind \$ _____	(7) Other Contributions \$ _____
(8) TOTAL Monetary Contributions To Date \$ _____	(9) TOTAL Monetary Expenditures To Date \$ _____

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## Campaign Treasurer's Report Itemized Distributions (DS-DE 14A)

CAMPAIGN TREASURER'S REPORT - ITEMIZED EXPENDITURES						CAMPAIGN TREASURER'S REPORT - ITEMIZED DISTRIBUTIONS					
(1) Name _____			(2) I.D. Number _____			(1) Name _____			(2) I.D. Number _____		
(3) Cover Period _____ through _____		(4) Page _____ of _____				(3) Cover Period _____ through _____		(4) Page _____ of _____			
(5) Date	(6) Full Name (Last, Suffix, First, Middle) Street Address & City, State, Zip Code	(8) Purpose (add office sought if contribution to a candidate)	(9) Expenditure Type	(10) Amendment	(11) Amount	(5) Date	(6) Full Name (Last, Suffix, First, Middle) Street Address & City, State, Zip Code	(8) Purpose (add office sought if contribution to a candidate)	(9) Related Expenditures	(10) Amendment	(11) Amount
03/29/14	Susan B. Smith 456 Oak Street Miami, FL 33128	Reimbursement for office supplies for mailer (toner/paper)	MON		\$47.84	03/29/14	Susan B. Smith 456 Oak Street Miami, FL 33128	paper & toner for printer	2013-04-2		\$47.84
						03/29/14	Susan B. Smith 456 Oak Street Miami, FL 33128	reimbursement of \$110.00 for campaign	2013-04-1		\$110.00
						03/29/14	Susan B. Smith 456 Oak Street Miami, FL 33128	paper & toner	2013-04-2		\$10.00

The Itemized Distributions Form is used to report distributions of goods or services contributed to a candidate, indirect expenditures and reimbursements.

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## Petty Cash

CAMPAIGN TREASURER'S REPORT - ITEMIZED EXPENDITURES						
(1) Name			(2) F.B. Number			
(3) Cover Period			(4) Page			
(5) Date	(6) Candidate (Last, First, Middle) City, State, Zip Code	(7) Purpose (Last office brought if contributions in a category)	(8) Expenditure Type	(9) Sequence	(10) Amount	(11)
03/29/14	Jane A. Doe 123 Maple Street Miami, Florida 33128	Office supplies	PCW	001	\$ 100.00	
03/30/14	Jane A. Doe 123 Maple Street Miami, Florida 33128	Reimbursement office supplies and toner	PCS	002	\$ 79.11	
03/30/14	Jane A. Doe 123 Maple Street Miami, Florida 33128	Reimbursement paper	PCS	003	\$ 20.89	

**Petty Cash Withdrawn (PCW)** – must be included in the "Itemized Expenditures" (DS-DE 14), amount is reflected in Monetary Expenditures" on the Campaign Treasurer's Report Summary – DS-DE 12).

**Petty Cash Spent (PCS)** – must be included in the "Itemized Expenditures" (DS-DE 14) for tracking, amount not included in "Monetary Expenditures" on the Campaign Treasurer's Report Summary – DS-DE 12).

Spent only in amounts less than \$100 for office supplies, transportation expenses and other necessities.

FLORIDA DEPARTMENT OF STATE DIVISION OF ELECTIONS		CAMPAIGN TREASURER'S REPORT SUMMARY	
(1) Name	(2) F.B. Number		
(3) Check appropriate boxes: <input type="checkbox"/> Candidate <input type="checkbox"/> Political Committee <input type="checkbox"/> Committee of Governmental Employees <input type="checkbox"/> Party Executive Committee <input type="checkbox"/> Professional Organization	(4) Check if PC HAS QUALIFIED <input type="checkbox"/> YES <input type="checkbox"/> NO		
(5) Report Identifiers Cover Period: From / To <input type="checkbox"/> Original <input type="checkbox"/> Amendment <input type="checkbox"/> Revised	(6) Report Type <input type="checkbox"/> Individual <input type="checkbox"/> Independent <input type="checkbox"/> Subordinate		
(7) CONTRIBUTIONS THIS REPORT Cash & Check \$ Money Order \$ Total Monetary \$	(8) EXPENDITURES THIS REPORT Monetary \$100.00 Cash \$ Total Monetary \$100.00		
(9) TOTAL Monetary Contributions To Date \$	(10) TOTAL Monetary Expenditures To Date \$		
(11) SIGNATURE I certify that I have prepared this report and it is true, correct, and complete. Candidate <input checked="" type="checkbox"/> / Committee <input type="checkbox"/> / Party Executive <input type="checkbox"/> / Professional <input type="checkbox"/> / Other <input type="checkbox"/> Signature _____ Date _____			

### Petty Cash Limits

- \$500/quarter (before qualifying)
- \$100/week (after qualifying)
- PCS must equal PCW

*Use of debit cards or checks is recommended for better accounting.*

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## Submitting Report

- Campaign Treasurer's Reports must be filed with qualifying officer as prescribed in the reporting schedule.
- The filing of the first Campaign Treasurer's Report is based on the date the candidate announced.
- Per F.S. 106.07(1), all contributions received and all expenditures made must be included in the corresponding report.
- Waiver of Report (DS-DE 87) must be filed if there is no activity during the period.
- Review report prior to submitting to qualifying officer.
- If report is incomplete, you will have to file an amendment report.
- You will be notified of any deficiencies or violations (i.e. late filing, fine due, and incomplete information on a campaign report).

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## Fines

- If report filed late, fine will be assessed based on the date the completed report is submitted.
- Fines assessed to candidate must be paid from **candidate's personal funds** to qualifying officer.
- Fines must be paid within 20 days after receipt of the notice of payment due, unless an appeal is made to the Florida Elections Commission (FEC) within 20 days after receipt of the notice of payment due.
- If fine is not paid, sent to the FEC (additional fines may be assessed).
- If fine was appealed to the FEC, and the fine is upheld, payment is due to the qualifying officer as stated in the Final Order.
- Reference F.S.106.07(8)(b) for fine amounts.

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## Termination Report

- "Total Contribution to Date" and "Total Expenditures to Date" must equal in the Termination Report.
- Campaign Bank Account must be closed when Termination Report is filed.
- Make sure that all checks have cleared, and any residual funds are properly disposed of before closing the account.
- The Expenditure Type "Disposition of Funds" is used to report a loan repayment in a Termination Report.
- Donations to nonprofit organizations are only allowed in the Termination Report.

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## **Additional Reporting Requirements (MD-ED 26)**

Section 12-14 of the Code of Miami-Dade County pertains to paid campaign workers participating in absentee ballot activities.

In accordance with Section 12-14.1 of the Code of Miami-Dade County, Florida, candidates running for the Offices of Miami-Dade County Mayor, Commissioner, Property Appraiser, Clerk of the Circuit Courts, and Community Council must now file a separate campaign report to disclose the names of paid campaign workers engaged in absentee ballot activities.

This filing requirement applies to municipal offices as well.

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### **Section 12-14 Absentee Ballot Campaigning Reporting Requirement.**

(1) Each campaign treasurer designated by a candidate for County or municipal office in Miami-Dade County shall, at the time of filing any contribution or expenditure reports otherwise required by law, file an additional electronic report with the officer responsible for receiving such candidate's contribution or expenditure reports. The report shall identify the names of all paid campaign workers, whether employed by the campaign or any consultant or agent of the campaign, participating in the campaign or undertaking any other activities regarding absentee ballots. The report shall be filed on a form created by the Supervisor of Elections for such purpose.

(2) Any candidate failing to file a report as required by this section on the designated due date shall be subject to a fine of \$50 per day for the first three (3) days and, thereafter, \$500 per day for each day late not to exceed \$5,000. Such fine shall not be an allowable campaign expense and shall be paid only from the personal funds of the candidate. Any candidate may appeal or dispute the fine to the Miami-Dade County Commission on Ethics and Public Trust based upon, but not limited to, unusual circumstances surrounding the failure to file on the designated due date, and may request, and shall be entitled to, a hearing before the Commission on Ethics and Public Trust, which shall have the authority to waive the fine in whole or in part. Any such appeal or dispute shall be made within twenty (20) days after receipt of notice that payment is due or such appeal or dispute shall be waived.

(3) Candidates for County and municipal office in Miami-Dade County may not direct or knowingly permit any paid or volunteer campaign worker to violate any provision of the Miami-Dade County Code or Florida Law regarding the conduct of absentee voting. Any such candidate found to violate this subsection by the Commission on Ethics and Public Trust shall, in addition to any other civil or criminal penalties provided by law, shall be subject to the penalties provided in Section 2-11.1(bb) of the Code of Miami-Dade County.



## Political Advertising and Disclaimers

(See F.S. Section 106 for details and exceptions)

Any political advertisement that is paid for by a candidate must prominently state:

- “Political advertisement paid for and approved by name of candidate, party affiliation (if applicable), for office sought.”
- “Paid for and approved by name of candidate, party affiliation (if applicable), for office sought.”

Any political advertisement, including those paid for by a political party must be approved in advance by the candidate and expressly state that the content of the advertisement was approved by the candidate as well as who paid for the advertisement.

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## Campaign Signage

**Signage is not permitted in the right-of-way** (roadsides, sidewalks, utility poles, highway median strips, etc.) of any County, Municipal or State road. (Sec. 2-103.15 of the Code of Miami-Dade County and F.S. Chapter 479)

### Usage and removal of political campaign advertisements (F.S. 106.1435)

All candidates shall make a good faith effort to remove their political campaign advertisements within a certain time. Otherwise, their signs will be removed and candidate may be charged the actual cost for such removal.

### Contact information for enforcement, complaints, or questions:

#### Unincorporated Miami-Dade County

Miami-Dade County Regulatory and Economic Resources Department: 786-315-2552

#### Municipality

Contact Municipal Clerk for specific municipal ordinances



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### Voter Solicitation/Electioneering Outside of Polling Location

Per F.S. 102.031, *voter solicitation* also referred to as *electioneering* or *campaigning*.

Solicitation includes, but it is not limited to:

- seeking or attempting to seek any vote, fact, opinion, or contribution;
- distributing or attempting to distribute any political or campaign materials, leaflets, or handout;
- conducting a survey or poll;
- seeking or to attempting to seek a signature on any petition;
- holding up signs or using loudspeakers;
- and selling or attempting to sell any item.

Restrictions: No person may solicit voters within 100 feet of the entrance to any polling place on Election Day or during Early Voting. ("Polling place" is defined as the building that contains the polling room where ballots are cast for Early Voting and on Election Day.)

The 100-foot solicitation restriction also applies to the office of the supervisor of elections where absentee ballots are requested and printed on demand.

*A voter may park their car decorated with campaign materials within 100 feet of a polling place entrance for as long as they are voting. Otherwise, the car must be moved.*

Enforcement: The Miami-Dade County Elections Department only has the jurisdiction to enforce the area within the 100-foot zone. Issues that occur outside of the 100-foot zone, must be coordinated with the property owner if applicable and local police will enforce if needed.



### Campaign Paraphernalia & Accessing Polling Location

- Only poll workers, poll watchers, and voters of that voting location are allowed in the polling location. (F.S. 102.031(3)(a))
- Poll workers and poll watchers are not permitted to wear any articles of personal apparel, which identifies them with any candidate, political party, and/or issue.
- Voters wearing campaign attire (buttons, hats, t-shirts, bumper stickers, etc.) may enter the polling room only to vote. They may not solicit other voters while waiting in line, and must exit after voting.
- They may carry campaign literature and/or a marked sample ballot or palm card as long as it is for their personal use, not for distribution inside the polling location.
- They may campaign and/or solicit voters outside of the 100-foot parameter from the entrance of the polling location.
- The Elections Department does not have a policy to restrict bathroom usage, and uses both public and private facilities conveniently located for all voters.
- Some polling locations offer restroom access. The use of the restrooms at the private facilities is at the discretion of the landlords.



## Poll Watchers (F.S. 101.131)

Each political party and each candidate may have one watcher in each polling room or Early Voting area at any one time during the election. A state prescribed form must be submitted (DS-DE 125).

### Submission Deadlines

<b>Early Voting</b> <u>Prior to Noon</u> 14 days before Early Voting begins	<b>Election Day</b> <u>Prior to Noon</u> The second Tuesday preceding the election
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Poll Watchers must wear the access badge provided while in the Polling Room. If they do not observe the "Guidelines for Poll Watchers" (available at [www.miamidade.gov/elections](http://www.miamidade.gov/elections)) or interfere with the voting process, the Clerk has the authority to remove them from the premises.

### Contact information

<b>County Candidates</b> Vanessa Innocent Tel: 305-499-8342 Email: <a href="mailto:innocen@miamidade.gov">innocen@miamidade.gov</a>	<b>Municipal Candidates</b> Municipal Clerk
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## Absentee Ballot (AB) Procedures

Absentee Ballot Voting is, and continues to be, a convenient and safe way to vote.

Elections Department validates absentee ballot when request is made, when appropriate ballot is mailed to voter, and when the completed ballot is returned to our office.

Voters can further protect their right to vote by:

- Keeping their AB between the voter and the Elections Department
- Not giving their AB to anyone who is not authorized
- Making sure that the AB is properly signed before returning the ballot
- Ensuring the AB is received by Elections by 7:00 pm on Election Night
- Maintaining a current signature on file with the Elections Department

State Attorney's Public Corruption Hotline: 305-547-3300  
Miami-Dade Commission on Ethics Hotline: 786-314-9560

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## Handling Absentee Ballot

### **F.S. 104.0616(2) Absentee ballots and voting; violations.**

"Any person who provides or offers to provide, and any person who accepts, a pecuniary or other benefit in exchange for distributing, ordering, requesting, collecting, delivering, or otherwise physically possessing more than two absentee ballots per election in addition to his or her own ballot or a ballot belonging to an immediate family member, except as provided in ss. 101.6105-101.694, commits a misdemeanor of the first degree, punishable as provided in s. 775.082, s. 775.083, or s. 775.084.

### **Section 12-14(b) of the Code of Miami-Dade County (Absentee Ballots)**

"...A designee may retrieve, pick up and/or return (whether by hand, by mail or by any other method) no more than two (2) absentee ballots other than his or her own per election, only one (1) of which may be for an elector not of the designee's immediate family... Any person picking up and/or returning absentee ballots in violation of the provisions of this subsection shall be punished by a fine not to exceed one thousand dollars (\$1,000.00) or by imprisonment in the county jail for a period not to exceed sixty (60) days, or by both such fine and imprisonment, in the discretion of the court having jurisdiction over the cause.

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## Top Recommendations

### **Announcing and Qualifying for Office**

- Remember to write the correct name of the office you are running for in all your filing and qualifying documents. It is your responsibility to ensure that all correct forms are properly filled out, signed and submitted on time.
- Have sufficient funds before you write the qualifying check.

### **Campaign Finance Reporting**

- Designate a Campaign Treasurer well versed in Florida Election Laws and Campaign Financing.
- File completed campaign reports on time to avoid fines or amendment reports.
- Collect all pertinent information when collecting contributions (i.e. name, address, occupation, etc.)
- Provide a complete name/address for all contributions/expenditures.
- Ensure contributors do not exceed the maximum contribution limit.
- Use petty cash appropriately.

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## Top Recommendations

### Staying Informed

- Keep contact information on file with qualifying officer current.
- Monitor mail and email address on file on a regular basis.
- Check Qualifying Officer's website regularly for pertinent information (i.e. dates, recent law changes, upcoming events, etc).
- Attend a Candidate Campaign Skills Seminar or other educational seminars offered by SOE and collaborating entities.

### Campaign Practices

- Make sure campaigners are familiar with the state election laws (voter solicitation, campaign paraphernalia, campaign signage, absentee ballots, etc).
- Voting should remain between the voter and the Elections Department.

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## Elections Resources Prior to Election

### Online Resources ([www.miamidade.gov/elections](http://www.miamidade.gov/elections))

- Elections Calendar
- Elected Officials List
- Offices up for election in upcoming cycle
- Real-time candidate files (docs, reports, status)
- Sample Ballot (candidate names/ballot position #s)
- Customized Sample Ballot (a copy of a voter's ballot contents)
- Online Tracking Tools (registration, AB, provisional)
- List of precincts by districts
- Voter registration statistics by party/district/precinct

### Public Services Counter (305-499-8440)

- Maps
- Electronic voter lists  
*registered voters, voters who voted, early voters, absentee voters (as permitted by state law), super voters, door-to-door walk lists, etc.*

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## Elections Resources on Election Day

Federal, State, and County Elections	Municipal Elections
<p>Preliminary election results posted on the Elections website and on MDTV starting at 7:15 p.m.</p> <p>7:15 p.m. – AB results 7:30 p.m. – EV results</p> <p>Updated every 40 minutes as Election-day precincts close</p> <p>Official election results, recounts, and election certification coordinated by Elections</p>	<p>Preliminary Election Results posted on the Elections website once all Election-Day precincts have closed</p> <p>Certified Election Results provided to Municipal Clerk</p> <p>Contact the Municipal Clerk for any questions on official election results, recounts, and election certification.</p>

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## Contact Information

Carolina Lopez, Deputy Supervisor of Elections  
Miami-Dade County Elections Department  
2700 NW 87<sup>th</sup> Avenue  
Miami, FL 33172  
305-499-8409  
[lopezc@miamidade.gov](mailto:lopezc@miamidade.gov)

Candidate Services Unit  
Qualifying and Reporting  
Miami-Dade County Elections Department  
2700 NW 87<sup>th</sup> Avenue  
Miami, FL 33172  
305-499-8410  
[campaigns@miamidade.gov](mailto:campaigns@miamidade.gov)

Vanessa Innocent – Poll Watcher Information  
Miami-Dade County Elections Department  
2700 NW 87<sup>th</sup> Avenue  
Miami, FL 33172  
305-499-8342  
[innocen@miamidade.gov](mailto:innocen@miamidade.gov)

Florida Commission on Ethics  
3600 Maclay Boulevard, South, Suite 201  
Tallahassee, FL 32312  
850-488-7864  
<http://www.ethics.state.fl.us>

Florida Department of State, Division of Elections  
Room 316, The R.A. Gray Building  
500 South Bronough Street  
Tallahassee, FL 32399-0250  
850-245-6240  
<http://election.dos.state.fl.us>

Miami-Dade Ethics and Public Trust Commission  
19 West Flagler, Suite 820  
Miami, Florida 33130  
Phone: (305) 579-2594  
Ethics Hotline: (305) 579-9093 or (786) 314-9560  
Fax: (305) 579-0273  
Email: [ethics@miamidade.gov](mailto:ethics@miamidade.gov)  
Website: <http://efhics.miamidade.gov>

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# The Seven Deadly Sins of Political Campaigns



MIAMI-DADE  
COUNTY  
*Delivering Excellence Every Day*

## I. "My Treasurer Ate My Homework"



### THE ACCOUNTING MELTDOWN

The candidate should never serve as campaign treasurer.

The treasurer should be the most knowledgeable person in the campaign about campaign finance laws, and should be free to devote the necessary time to fulfill the responsibilities of a campaign treasurer.

The candidate and the treasurer must certify the correctness of each report.  
F.S. 106.07(5).

The campaign treasurer must keep detailed accounts of all contributions and expenditures for a number of years equal to the equal to the term of the office sought.  
F.S. 106.06

No campaign expenses may be authorized unless there are sufficient funds on deposit in the primary depository account of the candidate or political committee.  
F.S. 106.11(4)

MIAMI-DADE  
COUNTY  
*Delivering Excellence Every Day*



II.  
"Friends you don't need"

THE OVERZEALOUS CAMPAIGN WORKER

See also F.S. 101.6107(4) and F.S. 104.0616

- Illegal Promise of Appointment to a Public Position. F.S. 104.071(1), 3<sup>rd</sup> degree Felony.
- Vote Buying – F.S. 104.061 (2), 3<sup>rd</sup> degree Felony
- Destruction of political signs – Criminal Mischief, F.S. 806.13 (3<sup>rd</sup> degree Felony if damage is \$1000 or greater).



II.  
"Friends you don't need"

THE OVERZEALOUS CAMPAIGN WORKER

- **Absentee Ballots** – F.S. 101.6105 – 101.695
- **Absentee Ballot Fraud** –F.S. 104.047, 3<sup>rd</sup> degree Felony
- **No Requesting of Absentee Ballots on behalf of another elector** (except immediate family, guardian or administration or assisted living facility)  
F.S. 104.047, 3<sup>rd</sup> degree felony
- **Handling of Absentee Ballots** – Limitation 2 ballots (only 1 from non-family member)  
Section 12-14, Miami Dade County Ordinance – Criminal Misdemeanor Violation  
See also F.S. 101.6107(4)(c) 4. and F.S. 104.0616
- **Reporting Requirement** – Campaign Workers involved in absentee ballot activities  
Section 12-14.1, Miami-Dade County-Ethics Code Violation



### III.

#### "I'm in the Money"



#### IMPROPER USE OF CAMPAIGN FUNDS

- F.S. 106.1405. Use of campaign funds.  
A candidate or the spouse of a candidate may not use funds on deposit in a campaign account of such candidate to defray normal living expenses for the candidate or the candidate's family, other than expenses actually incurred for transportation, meals and lodging by the candidate or a family member during travel in the course of the campaign.
- Theft of Campaign Funds, F.S. 812.014
- Disposition of Surplus Funds, F.S. 106.141
  - 1) Prorate return to contributors
  - 2) Charitable donation to s. 501(c)(3) organization
  - 3) Up to \$10,000 to political party
  - 4) Election Campaign Financing Trust Fund/General Revenue Fund (State candidates)
  - 5) General fund of the municipality (municipal candidates)
  - 6) Office account (elected candidates) – Limited amount, e.g. \$2500 x # of years in term of office for County or municipal candidate



*Delivering Excellence Every Day*

### IV.

#### THE "PHANTOM" CONTRIBUTOR



#### CONTRIBUTING IN ANOTHER PERSON'S NAME

F.S. 106.08(5)(a)

A person may not make any contribution through or in the name of another, directly or indirectly in any election.

- Both the contributor and a candidate who knowingly and willfully fails to return such a contribution may be charged.
- 1st degree Misdemeanor for one illegal contribution
- 3rd degree Felony for two or more illegal contributions



*Delivering Excellence Every Day*

V.

"The Green Party"



MISUSE OF CASH

- Cash contributions - \$50 or less, F. S. 106.09
  - More than \$50 in cash - 1st Degree Misdemeanor
  - More than \$5000 in cash - 3rd degree Felony
- Cash expenditures – F.S. 106.12
  - \$500 per quarter reporting period prior to last qualifying date.
  - \$100 per week following last day for qualifying (for all but statewide candidates)
  - To be spent only on amounts less than \$100 and “only for office supplies, transportation expenses, and other necessities”
  - Not for media



VI.

"The Empire Strikes Back"



USE OF PUBLIC OFFICE FOR POLITICAL PURPOSES

- "Little Hatch Act" F.S. 104.31
  - Prohibits use of official authority to interfere with an election, or to coerce or influence another person's vote
  - Applies to all public employees
  - Includes use of public equipment, e.g., telephones, faxes, computers and vehicles
- Use of services of public employees during working hours, F.S. 106.15(3)
- Solicitation or acceptance of political contribution in a public building, F.S. 106.15(4)



VII.  
"The Gifts that Keep on Giving"



ILLEGAL CAMPAIGN LOANS

- "Contribution" means:  
A gift, subscription, conveyance, deposit, loan, payment, or distribution of money or anything of value, including contributions in kind having an attributable monetary value in any form, made for the purpose of influencing the results of an election. F.S. 106.011(3)
- Persons elected to office must report all loans exceeding \$500 and used for campaign purposes, made in the 12 months preceding the election, within 10 days after being elected. F.S. 106.075



CRIMINAL VIOLATIONS

F.S. 104.041 Voter Fraud, 3<sup>rd</sup> Degree Felony

F.S. 106.08 Exceeding Contribution Limitations or Making a Campaign Contribution in the Name of Another, 1<sup>st</sup> Degree Misdemeanor for one illegal Contribution, 3<sup>rd</sup> Degree Felony for more than one

F.S. 106.19 Violations by candidates, persons connected with campaigns, and political committees.

(1) Any candidate; campaign manager, campaign treasurer, or deputy treasurer of any candidate; committee chair, vice chair, campaign treasurer, or other officer of any political committee; agent or person acting on behalf of any candidate or political committee; or other person who knowingly and willfully:

- (a) Accepts a contribution in excess of the limits prescribed by s.106.08;
- (b) Fails to report any contribution required to be reported by this chapter;
- (c) Falsely reports or deliberately fails to include any information required by this chapter; or
- (d) Makes or authorizes any expenditure in violation of s. 106.11(4) or any other expenditure prohibited by this chapter; is guilty of a misdemeanor of the first degree, punishable as provided in s. 775.082 or s. 775.083.





# ETHICAL CAMPAIGNING

Miami Dade County  
Commission on Ethics and Public Trust



## ETHICAL CAMPAIGN PRACTICES ORDINANCE

- TWO SECTIONS OF THE ORDINANCE - 1) **MANDATORY PROVISIONS** AND 2) VOLUNTARY PROVISIONS (STATEMENT OF FAIR CAMPAIGN PRACTICES)
- **MANDATORY PROVISIONS** APPLY TO ALL CANDIDATES RUNNING FOR MUNICIPAL OFFICE (MAYOR, COMMISSION, COUNCIL) - ALSO APPLY TO CANDIDATES' CAMPAIGN STAFF
- **VOLUNTARY PROVISIONS** APPLY ONLY IF CANDIDATES CONSENT TO COVERAGE BY THIS SECTION
- ETHICS COMMISSION HAS JURISDICTION ONLY AGAINST CANDIDATES WHO ARE BOUND BY THE MANDATORY PROVISIONS AND THOSE WHO PLEDGE TO ADHERE TO STATEMENT OF FAIR CAMPAIGN PRACTICES (VOLUNTARY PROVISION)





STATEMENT OF FAIR CAMPAIGN PRACTICES

- APPLIES FOR THE ENTIRE CAMPAIGN – REGARDLESS OF THE DATE THE CANDIDATE SIGNS THE DECLARATION.
- STATEMENT ONLY BINDS CANDIDATES IN THE RACE WHO SIGN THE DECLARATION.
- PURPOSE IS TO ENCOURAGE ALL CANDIDATES TO FREELY DEBATE THE ISSUES WITHOUT APPEALING TO PREJUDICES, WHICH ONLY SERVE TO DIVIDE THE COMMUNITY.

**PROVISIONS INCLUDE THE FOLLOWING:**

1. CANDIDATE WILL NOT MAKE RACE, RELIGION, NATIONAL ORIGIN, GENDER, PHYSICAL DISABILITY OR SEXUAL ORIENTATION AN ISSUE IN THE CAMPAIGN (THE CANDIDATE OR THE CANDIDATE'S OPPONENT).
2. CANDIDATE WILL NOT WITHOUT JUST CAUSE ATTACK OR QUESTION OPPONENT'S PATRIOTISM.
3. CANDIDATE WILL NOT PUBLISH, DISPLAY OR CIRCULATE ANY ANONYMOUS CAMPAIGN LITERATURE OR POLITICAL ADVERTISEMENT.
4. CANDIDATE WILL NOT TOLERATE ANY SUPPORTERS ENGAGING IN THESE ACTIVITIES WHICH CANDIDATE CONDEMNS NOR WILL THE CANDIDATE ACCEPT THEIR CONTINUED SUPPORT IF THEY ENGAGE IN SUCH ACTIVITIES. CANDIDATE WILL NOT PERMIT ANY MEMBER OF THE CAMPAIGN TO ENGAGE IN THESE ACTIVITIES. CANDIDATE WILL IMMEDIATELY AND PUBLICLY REPUDIATE THE SUPPORT ANY OTHER INDIVIDUAL OR GROUP WHO RESORTS TO THE METHODS AND TACTICS THE CANDIDATE CONDEMNS.



STATEMENT OF FAIR CAMPAIGN PRACTICES

**PROVISIONS INCLUDE THE FOLLOWING:**

5. CANDIDATE WILL RUN A POSITIVE CAMPAIGN EMPHASIZING QUALIFICATIONS FOR OFFICE AND POSITIONS ON ISSUES OF PUBLIC CONCERN.
6. CANDIDATE WILL LIMIT ATTACKS ON AN OPPONENT TO LEGITIMATE CHALLENGES TO THE PERSON'S RECORD, QUALIFICATIONS AND POSITIONS.
7. CANDIDATE WILL NEITHER USE NOR PERMIT THE USE OF MALICIOUS UNTRUTHS OR INNUENDOS ABOUT AN OPPONENT'S PERSONAL LIFE, NOR WILL CANDIDATE MAKE OR CONDONE UNFOUNDED ACCUSATIONS DISCREDITING THE PERSON'S CREDIBILITY.
8. CANDIDATE WILL TAKE PERSONAL RESPONSIBILITY FOR APPROVING OR DISAVOWING THE SUBSTANCE OF ATTACKS ON ANY OPPONENT THAT MAY COME FROM THIRD PARTIES SUPPORTING HIS/HER CANDIDACY.
9. CANDIDATE WILL NOT USE OR PERMIT THE USE OF CAMPAIGN MATERIAL THAT FALSIFIES, DISTORTS OR MISPRESENTS FACTS.



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9. CANDIDATE WILL NOT USE OR PERMIT THE USE OF CAMPAIGN MATERIAL THAT FALSIFIES, DISTORTS OR MISPRESENTS FACTS.



### Members of the Ethics Commission

- Nelson Bellido, Chair
- Hon. Lawrence A. Schwartz, Vice-Chair
- Dr. Judith Bernier
- Marcia Narine, Esq.
  
- Joseph M. Centorino, Executive Director and General Counsel

Hotline: 786-314-9560

E-mail: [ethics@miamidade.gov](mailto:ethics@miamidade.gov)

Fax: 305-579-0273

Request a speaker: 305-350-0630

[ethics.miamidade.gov](http://ethics.miamidade.gov)





## Voter Solicitation/Electioneering Outside of Polling Location

Per F.S. 102.031, "voter solicitation" is also referred to as "electioneering" or "campaigning."

Solicitation includes, but it is not limited to:

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- distributing or attempting to distribute any political or campaign materials, leaflets, or handout;
- conducting a survey or poll;
- seeking or to attempting to seek a signature on any petition;
- holding up signs or using loudspeakers;
- and selling or attempting to sell any item.

Restrictions: No person may solicit voters within 100 feet of the entrance to any polling place on Election Day or during Early Voting. ("Polling place" is defined as the building that contains the polling room where ballots are cast for Early Voting and on Election Day.)

A voter can park their car decorated with campaign materials within 100 feet of a polling place entrance for as long as they are voting. Otherwise, the car must be moved.

Enforcement: The Miami-Dade County Elections Department only has the jurisdiction to enforce the area within the 100-ft. zone. Issues that occur outside of the 100-ft. zone, must be coordinated with the property owner if applicable and local police will enforce if needed.





## **Wearing Campaign Paraphernalia and Restrooms Inside the Polling Location**

Attorney General Opinion 076-74 states that the act of a voter going to and from a polling place while wearing articles of personal apparel that are construed as campaign items does not constitute a violation to the voter solicitation laws. This is consistent with F.S. 106.143.

No voters will be turned away from the polls for any reason. While election laws require individuals who are campaigning to remain 100 feet away from polling place entrances, voters wearing campaign attire may enter the polling place to vote. These voters are asked to refrain from speaking about candidates or issues while inside of the polling place if they are wearing clothes depicting issues or candidates.

Therefore, the voter is allowed to wear such items as buttons, hats, t-shirts, and bumper stickers when they go to vote. In addition, voters are permitted to enter a polling location carrying campaign literature and/or a marked sample ballot or palm card as long as it is for the purpose of assisting them in casting their vote and not for distribution inside the polling location.

Poll workers and poll watchers are NOT permitted to wear any articles of personal apparel, which identifies them with any candidate, political party, and/or issue.

Campaigners are not entitled to use restrooms within polling locations regardless of whether campaign attire is being worn.



