



KENTUCKY REGISTRY OF ELECTION FINANCE

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John R. Steffen
Executive Director

NOTICE AND INSTRUCTIONS TO 2020 CANDIDATES

- **Mandatory electronic reporting** – As a result of recent legislation (2019 Senate Bill 4), **all** candidates, slates of candidates, committees, and contributing organizations will be **required to electronically submit all required campaign finance reports to the Registry of Election Finance** beginning with the 2020 Primary election. See KRS 121.120(6)(i) and 121.180(16). The Registry's electronic filing system will be provided free of charge to all filers.
- **KREF 001** – When candidates file with the Secretary of State or County Clerk for ballot access, they must also file a Statement of Spending Intent and Appointment of Campaign Treasurer form (KREF 001). This form is used to provide the Registry with candidate information, identify the election date and office sought, designate a campaign treasurer, indicate the financial institution that the campaign will use, and indicate the candidate's spending intent, which may qualify the candidate for a reporting exemption. See KRS 121.160(1) and 121.180(1). Candidates may appoint any registered Kentucky voter as campaign treasurer, or serve as their own treasurer.
- **Candidates MUST submit their KREF 001 form electronically to the Registry** – In order to comply with the new mandatory electronic filing requirements, **ALL** candidates for office in 2020 must create an account in the Registry's new electronic filing system and submit their KREF 001 form electronically to the Registry. See KRS 121.120(6)(i) and 121.180(1) & (16).
- **Candidates must also submit a hard copy of their KREF 001 with the Secretary of State or County Clerk** – After Candidates submit their KREF 001 form electronically to the Registry, they must also print a hard copy of the form and file the form with the same office at which they file their papers for ballot access (Secretary of State or County Clerk). See KRS 121.160(1) and 121.180(1)(a).
- **INSTRUCTIONS FOR ACCESSING THE REGISTRY'S ELECTRONIC FILING SYSTEM** – In order to initiate the filing process, candidates should go to <https://kref.ky.gov>, click on the "EFILE" button on the Registry's homepage, and follow the instructions found there for creating their account and submitting their KREF 001 form electronically. Once their form has been submitted and approved by the Registry, candidates will be able to print out their completed forms and file them with the Secretary of State or their County Clerk, as appropriate.

**KENTUCKY REGISTRY OF
ELECTION FINANCE**140 Walnut Street, Frankfort, KY 40601-3240
(502) 573-2226 / FAX (502) 573-5622
www.kref.ky.gov**STATEMENT OF SPENDING INTENT
AND
APPOINTMENT OF CAMPAIGN TREASURER**

This Space for Filing Officer Use Only

If not date stamped, complete the
following:Form filed with:
Secretary of State or
County Clerk _____
Name of County _____
On _____ (Date Filed)

This Space for Registry Use Only

FN _____

BY _____

DATE _____

SECTION 1. CANDIDATE INFORMATION (Please type or print)

Name of Candidate (as it will appear on ballot)		County of Candidate's Residence	
Candidate's Mailing Address: Street, PO Box, Rural Route		City	State Zip Code
Candidate's Telephone Number		Candidate's Alternate Telephone Number	
Candidate's Date of Birth	Candidate's Email Address		

SECTION 2. ELECTION INFORMATION

Date of Election	Type of Election (Check all that apply): ____ Primary Election ____ General Election ____ Special Election ____ Election to Fill Unexpired Term	Is Candidate the Incumbent for This Office? ____ Yes ____ No	Is Candidate Filing as a Write-In Candidate? ____ Yes ____ No
Office Sought	Jurisdiction of Office Sought, including District, Circuit, or Division Number, if Applicable		
This Race is: (Check One) ____ Partisan ____ Non-Partisan	If Partisan Race, Indicate Candidate's Designation on the Ballot: (Check One) ____ Democrat ____ Republican ____ Independent ____ Other (Specify) _____		

SECTION 3. TREASURER AND DEPOSITORY INFORMATION

Name of Treasurer - Required Designation Even if Candidate is Serving as Own Treasurer		Treasurer's Email Address:	
Treasurer's Mailing Address: Street, PO Box, Rural Route		City	State Zip Code
Treasurer's Telephone Number		Treasurer's Alternate Telephone Number	
Name of Financial Institution Intended for Use as Campaign Depository		Address of Financial Institution Intended for Use as Campaign Depository	

SECTION 4. STATEMENT OF SPENDING INTENT AND REQUEST FOR EXEMPTION - KRS 121.180(1)

NO EXEMPTION. I (or my campaign committee) expect to raise and/or spend more than \$3,000 during the election(s) as indicated below. I INTEND TO FILE ALL CAMPAIGN FINANCE REPORTS directly with the Registry. I understand that I will have campaign finance reports due as listed below. This is my intent for the (check all that apply):

- ____ Primary Election (Reports Due: 30 and 15 days before the election(s) and 30 days after the election(s))
____ General Election (Reports Due: 60, 30 and 15 days before the election(s) and 30 days after the election(s))
____ Special Election (Reports Due: 30 and 15 days before the election(s) and 30 days after the election(s))
____ Unexpired Term (Reports Due: see above for Primary Election Reports Due or General Election Reports Due)

EXEMPTION OPTION. I (or my campaign committee) expect to raise and/or spend \$3,000 or less during the election(s) indicated below which entitles me to request a reporting exemption. I understand that I will have no campaign finance reports due for the election(s) indicated, unless my campaign exceeds the \$3,000 threshold, at which time I will immediately file the required campaign finance reports directly with the Registry. This is my intent for the (check all that apply):

- ____ Primary Election ____ General Election ____ Special Election ____ Unexpired Term Election

☐ **AMENDMENT** (To amend candidate, election, treasurer, or depository information or prior request for exemption. Please file directly with the Registry.) Briefly describe reason for amendment or change:

SECTION 5. VERIFICATION

I certify that I have examined this Statement of Spending Intent and Appointment of Campaign Treasurer form and to the best of my knowledge and belief it is true, correct, and complete. I understand that submission of false, erroneous, or incomplete information may subject me to the penalties of KRS 121.990.

Candidate's Signature _____ Date ____/____/____

Treasurer's Signature _____ Date ____/____/____