

Interested in becoming a candidate? Here are a few things you need to know:

- You are a candidate when you receive your first contribution or make your first expenditure to influence your nomination or election to public office.
- What is the candidate level for the office you are seeking? It is important to know whether the office you are seeking is a major, district or any other office level. You can find the level of office for each position at the following link: <http://ethics.la.gov/CampFinanCandLevelSearch.aspx>
- When do I have to start filing reports? If your election is next year, you will have to file an annual report by February 15th. If you are a candidate for major office, you will have reports that are required to be filed before qualifying. You may download the Reporting and Filing Schedule for the election in which you will be a candidate at the following link: <http://ethics.la.gov/CampFinanFilingSchedulesArch.aspx>. Also, you will want to read the general information about the filing requirements on the second page of that document.
- Major and District Office Candidates must electronically file their reports – paper-filed reports will not be accepted as timely filed. You must complete and submit the following affidavit, before you may electronically file and at least 5 days before your first report is due: <http://ethics.la.gov/pub/CampFinan/Forms/AffidavitCandidateA.pdf>. The LEADERS Online program may be accessed at the following link: <http://ethics.la.gov/CampFinanLeadersDownload.aspx>
- I am an Any Other office level candidate do I need to file reports? Yes, if you spend more than \$2,500 total or receive a contribution from any source, other than your personal funds, in excess of \$200. Once you have to file, you need to continue to file for the remainder of the election, even if you do not have any more activity. You may electronically file your reports using the LEADERS Online System or you may file your reports in paper by mail, hand-delivery, or fax. The forms may be downloaded at <http://ethics.la.gov/CampFinanForms.aspx#CandidateForms>. Also, review the Form 102 Instructions for filing information.
- What are the contribution limits? The limits are per election – with the primary and general being separate elections – and depend on your level of office. Major - \$5,000, District - \$2,500, and Any Other - \$1,000. This limit applies to contributions, loans (endorsements and guarantees), and in-kind contributions. Also, a candidate cannot take more than the following amounts in the aggregate during the primary and general elections combined from political committees – Major - \$80,000, District - \$60,000 and Any Other - \$20,000.
- How may I expend my contributions? Expenditures must be for a lawful purpose. Expenditures may not be used for any purpose unrelated to your campaign or, if you are elected, to your public office. You will need to disclose the purpose of the expenditure on your campaign finance reports with an explanation that provides details as to how it is related to your campaign or the holding of public office.
- You are required to keep records of all contributions received and expenditures made for two years following the date of your last report for the election.
- What else do I need to know? You should read the Summary of the Campaign Finance Disclosure Act at <http://ethics.la.gov/Pub/Laws/cfdasum.pdf>. If you have any questions, you may contact the Campaign Finance Office at (800) 842-6630 or (225) 219-5600.
- R.S. 18:461.1 provides that each person who has qualified for a statewide elective office or the office of state representative or state senator shall certify that he has obtained at least one hour of ethics education and training. Such certification shall be filed with the Board of Ethics no later than three business days after the close of the qualifying period for such office.