What to do if you receive a contribution that exceeds your contribution limits?

Contributions must be deposited or returned within 10 days of receipt. If you deposit a contribution that would exceed your contribution limit from that contributor, you have the following options to remedy the excess <u>within 60 days of receipt</u> of the contribution:

Refund the Excess Portion of a Contribution to the Contributor

- If a candidate chooses to refund the excess portion of the contribution, the candidate shall issue a check to the contributor for the excessive amount. The check shall be drawn from the account of the campaign. (see <u>information sheet</u> on how to report)
- If the check is not deposited by the contributor within 6 months of the issuance of the check, the candidate shall submit the excess contribution to the Treasury Department as unclaimed property. (See <u>info sheet</u> on how to report.) For information on how to send the excess contribution to the Department of Treasury, click on the following link: <u>louisiana.findyourunclaimedproperty.com</u>

Redesignate the Excess Portion of a Contribution to Another Election

Contributions may be designated to a particular election by the contributor. If the contributor does not designate the contribution for a particular election, the contribution is presumed to be given to the next election in which the candidate is participating.

- 1. A candidate may choose to redesignate the contribution
 - a. to a past election in which the candidate has an outstanding debt
 - b. to the primary election,
 - i. if the candidate is in the general election and had a debt in connection with the primary election
 - ii. if the candidate was elected in the primary election and had a debt in connection with the primary election
 - c. to the general election,
 - i. if the candidate is still a candidate in the primary election
 - ii. if the candidate was in the general election and has a debt in connection with the general election
 - d. to a future election cycle, if the contribution is given after a past election in which the candidate was elected or defeated.
- 2. The candidate must obtain written authorization from the contributor and must give the contributor the option to receive a refund.
 - a. See examples of reporting contributions information sheet on how to report
 - b. See <u>redesignation</u> form to obtain written authorization

Reattribute the Excess Portion of a Contribution to Another Contributor

- 1. A candidate can only attribute the excess portion to another contributor who has a legal claim to the funds (for example, to the spouse of the contributor) and who has not otherwise contributed the maximum amount to the candidate's campaign.
- 2. The candidate must obtain written authorization from both the original and attributed contributors and must give the original contributor the option to receive a refund.
 - a. See examples of reporting information sheet on how to report
 - b. See <u>reattribution</u> form to obtain written authorization