

Under the Threshold

Your intent is to neither receive nor
expend more than \$1,000 in this
election cycle.

If the \$1,000 threshold is exceeded at a
later date, you must amend your
Certification of Threshold with this
office immediately!

Brunswick County Board of Elections
PO Box 2, Bolivia, NC 28422
(phone) 910-253-2620, (fax) 910-253-2618, (e-mail) boel@brunswickco.net

Brunswick County Board of Elections website
www.ncsbe.gov/county/brunswick
NC State Board of Elections website
<http://www.sboe.state.nc.us/>

What You Need to Know When Opening a Political Committee

- Every candidate must file paperwork with the Board of Elections office to organize a political committee within ten days of:
 - Receiving or spending any money in support of their candidacy,
 - Filing a Notice of Candidacy, or
 - Making a public announcement of a definite intent to run for public office in a particular election; whichever comes first.
- When you file the committee paperwork with the Board of Elections, you will receive a copy of the Campaign Finance Manual. Be sure to read it carefully.
- It is required that campaign funds be maintained in a bank account that is used exclusively by the political committee. **The use of personal bank accounts for campaign purposes is no longer permitted.**
- The candidate may appoint himself or any individual, with exception of the candidate's spouse, to serve as treasurer for the committee. Treasurers must participate in training as to the duties of office within three months of appointment. All treasurers must be trained regardless of the amount of money raised or spent during the election cycle. For more information on treasurer training, visit the State Board of Elections website at www.sboe.state.nc.us and select *Campaign Finance*, then *Training*.
- When deciding whether to file over or under the \$1,000 threshold, keep in mind that anything you purchase with personal funds for the campaign will count toward that \$1,000.
 - For example, if you decide to purchase political signs using personal money, the cost of those signs is considered a contribution to the committee.
- All committees should keep accurate records of contributions and expenditures regardless of whether the committee filed over or under the \$1,000 threshold. In the event that the threshold is exceeded, full disclosure of activity will be required.
- If you have any questions regarding campaign finance, please call Sara Knotts at the Brunswick County Board of Elections, (910) 253-2620.

Statement of Organization - Candidate Committee

Amendment
 Yes No

Use this form to create a new or update an existing candidate committee.
 This form must be accompanied by forms CRO-3100 and CRO-3500.

1. Committee Information					
a. Full Name			c. ID Number		
b. Mailing Address (include City, State and Zip Code)			d. Date Organized		
			e. Phone Number		
2. Candidate Information			<input type="checkbox"/> Candidate's Primary Committee		
a. Full Name		c. Candidate ID Number		d. Party Affiliation	
b. Mailing Address (include City, State, and Zip Code)		e. Office Sought		f. Jurisdiction	
		<i>(If office sought is nonpartisan, write "Nonpartisan" in [d] Party Affiliation.)</i>			
3. Treasurer Information			4. Custodian of Books Information		
a. Full Name			a. Full Name		
b. Mailing Address (include City, State, and Zip Code)			b. Mailing Address (include City, State, and Zip Code)		
c. Phone Number		d. Email Address	c. Phone Number		d. Email Address
5. Assistant Treasurer Information			6. Account Information <small>(incl. CRO-3500)</small>		
a. Full Name		<input type="checkbox"/> Add <input type="checkbox"/> Remove	a. Financial Institution Full Name		<input type="checkbox"/> Add <input type="checkbox"/> Remove
b. Mailing Address (include City, State, and Zip Code)			b. Purpose		
c. Phone Number		d. Email Address	c. Account Code		d. Type
CERTIFICATION					
I certify that the Committee or Fund is in compliance with all applicable provisions of Article 22A, 22B & 22D-22M of Chapter 163 of the NC General Statutes and that no funds are commingled with prohibited or other non-disclosed funds. I further certify that this report is complete, true and correct.					
_____		_____		_____	
Printed Name of Signer		Signature of Appointed Treasurer		Date	



North Carolina
State Board of Elections

506 N Harrington Street
Raleigh, NC 27603

Kimberly Westbrook-Strach
Deputy Director – Campaign Reporting

Mailing Address
PO Box 27255
Raleigh, NC 27611-7255
(919) 733-7173
Fax: (919) 715-8047

Certification of Treasurer

This Certification is used by Candidate Committees to appoint a treasurer to the committee. This form is required and must accompany the Candidate’s Statement of Organization

FILED BY:

Candidate Name: _____

Treasurer Name: _____

Treasurer Address: _____

(include city, state, & zip) _____

Treasurer Phone: _____

I certify that the above information is correct, and I, as candidate, appoint said treasurer to personally fulfill the duties and responsibilities imposed upon the appointed treasurer and subject to the penalties and sanctions in *Subchapter VIII. Regulation of Election Campaigns* of Chapter 163 of the North Carolina General Statutes.

I understand that if the above Treasurer changes, it will be necessary to certify a new treasurer and amend the existing Statement of Organization within 10 days of the vacancy. I further understand that the above Treasurer is required to receive training by the State Board of Elections within three months of this appointment according to Article 163.278.9(k).

Date Signed

Signature of Candidate

Note: This Certification is to be filed at the Election Board where the committee’s campaign reports are filed.



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Confidential

Certification of Financial Account Information

This Certification is used to report confidential bank account information for all financial accounts established by the committee and must accompany the Statement of Organization Form

FILED BY:

Committee Name: _____

Treasurer Name: _____

Treasurer Address: _____

(include city, state, & zip) _____

Treasurer Phone: _____

I certify that the information provided below is true and accurate. I am providing all account information for the above named Committee. These account numbers include all bank accounts utilized, credit card accounts, money market or savings accounts, or any other financial account used for any purpose by the Committee.

The information provided on this form is considered confidential and is not subject to public disclosure. The information provided would only be used for the purposes of an audit or investigation or as required by a court of competent jurisdiction. It will be necessary to assign each account number a "account code" in order to provide account information on required disclosure reports. If an account number is used as the "account code", confidentiality of the account number is presumed to have been waived.

The treasurer shall maintain all moneys of the political committee in a bank account or bank accounts used exclusively by the political committee and shall not commingle those funds with any other moneys.

Type of account	Financial Institution	Address	Account Number	Account Code

By signing this statement, I authorize agents of the State Board of Elections to inspect all accounts provided.

 Date Signed

 Signature of Candidate or Treasurer

In lieu of providing account information, I certify that this committee will not raise or spend any money except for the filing fee. *(Only candidates may choose this option.)*

 Date Signed

 Signature of Candidate or Treasurer



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Certification of Threshold

This Certification is used to declare or withdraw a committee’s intent to raise or spend \$1,000 or less in the current election cycle.

This Certification is only valid for political party committees and candidates for a county office, municipal office, local school board office, soil & water conservation district board of supervisors, or sanitary district board.

FILED BY:

Committee Name: _____

Treasurer Name: _____

Treasurer Address: _____

(include city, state, & zip) _____

Treasurer Phone: _____

Check One:

I certify that this committee intends to neither receive nor expend more than \$1,000 during the current election cycle under the procedures set forth in G.S. 163-278.10A. This certification will remain in effect until the end of the election cycle for this committee. If this committee exceeds \$1,000 in contributions or expenditures during this election cycle, I understand that I must immediately notify the appropriate board of elections and file required campaign finance reports.

THIS DECLARATION CAN ONLY BE MADE AT THE BEGINNING OF AN ELECTION CYCLE.

I am withdrawing my Certification to remain at or under the \$1,000 threshold. I will now be required to file the next scheduled report for all contributions and expenditures that have not been previously reported from the beginning of the current election cycle. I further agree to file all future reports required.

 Date Signed

 Signature

Note: This Certification is to be filed at the Election Board where the committee’s campaign reports are filed.



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Candidate Designation of Committee Funds

This form is used by candidate committees only and allows the candidate to designate in the event of their death, how the committee's funds are to be disbursed using the eight allowable methods outlined in 163-278.16B(a).

Candidate Name: _____

Committee Name: _____

Treasurer Name: _____

If Candidate is own treasurer, designate an agent to carry out designations: _____

Committee ID #: _____

Level Registered: [State] [County] If county, specify: _____

I, _____, hereby direct that in the event of my death or incapacity all
(Name of Candidate)
 funds remaining in my Campaign Committee account(s) (after payment of permitted outstanding debts or reasonable expenses for winding up the Committee or closing office) be paid in the following manner as permitted by N.C. Gen. Stat. 163-278.16B(a).

<u>Name of Entity</u> <small>(Select from §163-278.16B(a))</small>	<u>Plan for Disbursement (eg. Amount or %)</u>
1. _____	_____
2. _____	_____
3. _____	_____

By signing this form, I certify that the foregoing entities are eligible beneficiaries under N.C. Gen. Statute 163-278.16B(a). A copy of this form should be maintained with the Committee records.

Signature of Candidate: _____

Date: _____

Note: This Designation is to be filed with the Election Board where the committee's campaign reports are filed.

Mandatory Training Seminar for NC Campaign Treasurers

(Training is required once every four years for all NC treasurers including those under the \$1,000 threshold)

Regional Training Schedule

County	Date	Time	Location
Buncombe	8/15/11	3-5:30pm	34 Woodfin St., # 330, Asheville, 28801
Caldwell	8/16/11	1-3:30pm	Alden Starns Bldg., City/County Chamber Room, 0905 West Ave, Lenoir, 28645
Craven	8/22/11	1-3:30pm	406 Graven St., 2 nd Floor, Commissioner's room, New Bern, 28560
Forsyth	9/20/11	10-12:30p	Elections Office, Multi Purpose Room 4 th Floor, 201 N. Chestnut St., Winston Salem, 27101
Gaston	9/19/11	2-4:30pm	Elections Office, 410 W. Franklin Blvd., Suite 50, Gastonia, 28052
Granville	9/13/11	10-12:30p	Commissioner's Meeting Room, 145 Williamsboro Street, Oxford, 27565
Halifax	8/23/11	2-4:30p	Agriculture Bldg. 359 Ferrell Lane, Halifax, 27839
Macon	8/15/11	10-12:30p	1830 Lakeside Dr. Franklin, 28734
Mecklenburg	9/19/11	10-12:30p	Mecklenburg Co. Board of Election Office, 741 Kenilworth Ave. Ste. 202, Charlotte 28204
Moore	8/04/11	1-3:30p	Moore Co. Board of Elections, Lewis Bldg., 700 Pinehurst Ave., Carthage, 28327
New Hanover	8/15/11	1-3:30pm	Executive Development Center, Longleaf Rm., 1241 Military Cutoff Rd, Wilmington, 28403
Pasquotank	8/23/11	9:30-12p	Kermit E. White Graduate Center, 1704 Weeksville Rd., Room 107, Elizabeth City, 27909
Pitt	8/25/11	10-12:30p	Co. Office Bldg., 2 nd Floor Commissioner's Auditorium, 1717 W. 5 th St. Greenville, 27834
Randolph	9/20/11	2-4:30pm	Randolph County Office Bldg, 1 st Floor, 158 Worth Street, Asheboro, 27203
Sampson	8/16/11	3-5:30pm	Dept. of Health & Human Resource, 360 County complex road, Suite 200, Clinton, 28328
Scotland	8/16/11	10-12:30a	Scotland Co. Annex Bldg, Conference Room, 231 E. Cronly St., Laurinburg, 28352
Wake	8/18/11	10-12:30	337 S. Salisbury Street, 1 st Floor, Ground Floor Conference Room, Raleigh, 27603
State/Raleigh	7/12/11	10-12:30p	State Board of Elections, 506 North Harrington Street, Raleigh, 27603
State/Raleigh	7/21/11	10-12:30p	State Board of Elections, 506 North Harrington Street, Raleigh, 27603
State/Raleigh	8/02/11	10-12:30p	State Board of Elections, 506 North Harrington Street, Raleigh, 27603
State/Raleigh	9/15/11	10-12:30p	State Board of Elections, 506 North Harrington Street, Raleigh, 27603
State/Raleigh	9/27/11	10-12:30p	State Board of Elections, 506 North Harrington Street, Raleigh, 27603

To register for one of the free in-person seminars listed above:

- Contact the State Board of Election office at (919)733-7173 or 1-866-522-4723 or
- Leave your name, committee name, date and time preference on the State Board email address at campaign.reporting@ncsbe.gov
- Due to the high volume of registrations, you will not receive confirmation, therefore if you have left your information either on voicemail or email assume that you are registered. If there is a problem with your registration we will contact you in advance of the training.

Persons arriving more than 15 minutes late will not receive credit & should re-schedule
SBOE reserves the right to cancel any session due to inadequate registration or weather

To register for the free On-Line Training:

To access the on-line training; email your request to campaign.reporting@ncsbe.gov include; **your name, address, phone, email as well as the name of the committee for which you are affiliated, specifying the office running for as well as the county running in.** You will receive an email with instructions and have access to the training site within approximately 2 business days of receipt.

163-278.7

Every treasurer of a political committee shall participate in training as to the duties of the office within three months of appointment and at least once every four years thereafter. The State Board of Elections shall provide the training as to the duties of the office in person, through regional seminars, and through interactive electronic means. The treasurer may designate an assistant treasurer to participate in the training, if one is named under subdivision (b)(8) of this section.

Effective October 1, 2006

§ 163-278.16B. Use of contributions for certain purposes.

(a) A candidate or candidate campaign committee may use contributions only for the following purposes:

- (1) Expenditures resulting from the campaign for public office by the candidate or candidate's campaign committee.
- (2) Expenditures resulting from holding public office.
- (3) Donations to an organization described in section 170(c) of the Internal Revenue Code of 1986 (26 U.S.C. § 170(c)), provided that the candidate or the candidate's spouse, children, parents, brothers, or sisters are not employed by the organization.
- (4) Contributions to a national, State, or district or county committee of a political party or a caucus of the political party.
- (5) Contributions to another candidate or candidate's campaign committee.
- (6) To return all or a portion of a contribution to the contributor.
- (7) Payment of any penalties against the candidate or candidate's campaign committee for violation of this Article imposed by a board of elections or a court of competent jurisdiction.
- (8) Payment to the Escheat Fund established by Chapter 116B of the General Statutes.
- (9) Legal expense donation not in excess of four thousand dollars (\$4,000) per calendar year to a legal expense fund established pursuant to Article 22M of Chapter 163 of the General Statutes.

(b) As used in this section, the term "candidate campaign committee" means the same as in G.S. 163-278.38Z(3).

(c) Contributions made to a candidate or candidate campaign committee do not become a part of the personal estate of the individual candidate. The candidate may file with the board a written designation of those funds that directs to which of the permitted uses in subsection (a) of this section those funds shall be paid in the event of the death or incapacity of the candidate. If the candidate fails to file the written designation before death, the personal representative of the estate may file the written designation within 90 days of the date of death, and may only direct those funds to donations under subdivision (a)(3) of this section. After the payment of permitted outstanding debts of the account, the candidate's filed written designation shall control. If the candidate files no such written designation, the funds after payment of permitted outstanding debts shall be distributed in accordance with subdivision (a)(8) of this section. (2006-161, s. 1; 2007-391, s. 30; 2008-187, s. 33(a); 2008-213, s. 87; 2009-534, s. 2(h); 2010-100, s. 1.)

DISTRIBUTING PRE-MARKED SAMPLE BALLOTS

GS 163-165.2(b)

Document Resembling an Official Ballot to Contain Disclaimer. – No person other than a board of elections shall produce or disseminate a document substantially resembling an official ballot unless the document contains on its face a prominent statement that the document was not produced by a board of elections and is not an official ballot.

In 2008, the State Board of Elections had the issue of the extent of the disclaimer referred to in GS 163-165.2 before it. The SBOE ruled that a disclaimer is sufficient if an average voter could easily determine that it was not an official ballot and where the ballot came from.

Sample Ballots and Campaign Finance Statutes

Sample ballots are considered print media and are therefore required to contain a legend (i.e. "Paid for by [Name of committee]"). If the sample ballot is marked for candidates other than yourself, it must also contain an authorization statement (i.e. "Authorized by [name of candidate], candidate for [name of office]" or "Not authorized by a candidate").

Please refer to the Media/Advertising section of the Campaign Finance Manual for additional information.

Brunswick County Sign Ordinance

10.7.4. Architectural Features of Buildings

Integral decorative or architectural features of buildings and works of art, so long as such features or works do not contain letters, trademarks, or moving parts.

10.7.5. On-Premises Instructional Signs

A. Description

On-premises instructional signs giving information or direction for the convenience and necessity of the public. See the Definition in Section 10.4 for further description.

B. Standards

Such signs shall not exceed six square feet in area or four feet in height. Any commercial message or logo contained in the sign shall not be legible from the public roadway or neighboring properties.

10.7.6. Identification Signs for Residential Uses

A. Description

On-premises instructional signs giving information or direction for the convenience and necessity of the public. See the Definition in Section 10.4 for further description.

B. Standards

When associated with a residential use, identification signs not to exceed four square feet on any lot. (See Section 10.8, Signs Requiring Permits, for signs associated with a commercial use or larger than four square feet in size).

* 10.7.7. Campaign/Political Signs

A. Description

A sign without a commercial message that relates to an election or other event.

B. Standards

Within seven days of the election (closing of polls), all signs must be removed.

10.7.8. On Premise Fuel Price Signs

A. Description

Price signs at automobile service stations or other establishments engaged in the retail sales of gasoline or other fuel for automobiles.

B. Standards

One such sign is allowed for each side of a lot fronting on a public street, provided it does not exceed 15 square feet in area. Any such sign shall be affixed to a permitted freestanding identification sign, to a canopy support in the vicinity of the gasoline pumps, or flat-mounted against the wall of a building.

10.7.9. Gasoline Service Pump Signs

A. Description

Signs announcing the location of gasoline pumps at any establishment engaged in the retail sale of gasoline.

B. Standards

Such signs shall be located in the vicinity of the pumps and shall not exceed four square feet in area.

- * • For additional information on this ordinance, you may contact the Brunswick County Planning Department at (910) 253-2025.
- * • Individual municipalities may have rules regarding campaign signs that differ from those listed here. For clarification of those rules, you may contact the individual municipalities.

§ 14-156. Injuring fixtures and other property of electric- power companies. It shall be unlawful for any person willfully and wantonly, and without the consent of the owner, to take down, remove, injure, obstruct, displace or destroy any line erected or constructed for the transmission of electrical current, or any poles, towers, wires, conduits, cables, insulators or any support upon which wires or cables may be suspended, or any part of any such line or appurtenances or apparatus connected therewith, or to sever any wire or cable thereof, or in any manner to interrupt the transmission of electrical current over and along any such line, or to take down, remove, injure or destroy any house, shop, building or other structure or machinery connected with or necessary to the use of any line erected or constructed for the transmission of electrical current, or to wantonly or willfully cause injury to any of the property mentioned in this section by means of fire. Any person violating any of the provisions of this section shall be guilty of a Class 2 misdemeanor. (1907, c. 919; C.S., s. 4328; 1993, c. 539, s. 94; 1994, Ex. Sess., c. 24, s. 14(c).)

§ 136-32. Other than official signs prohibited. No unauthorized person shall erect or maintain upon any highway any warning or direction sign, marker, signal or light or imitation of any official sign, marker, signal or light erected under the provisions of G.S. 136-30, except in cases of emergency. No person shall erect or maintain upon any highway any traffic or highway sign or signal bearing thereon any commercial advertising: Provided, nothing in this section shall be construed to prohibit the erection or maintenance of signs, markers, or signals bearing thereon the name of an organization authorized to erect the same by the Department of Transportation or by any local authority referred to in G.S. 136-31. Any person who shall violate any of the provisions of this section shall be guilty of a Class 1 misdemeanor. The Department of Transportation may remove any signs erected without authority. (1921, c. 2, s. 9(b); C.S., s. 3846(r); 1927, c. 148, ss. 56, 58; 1933, c. 172, s. 17; 1957, c. 65, s. 11; 1973, c. 507, s. 5; 1977, c. 464, s. 7.1; 1991 (Reg. Sess., 1992), c. 1030, s. 39; 1993, c. 539, s. 981; 1994, Ex. Sess., c. 24, s. 14(c).)

19A NCAC 02E .0415 ADVERTISING SIGNS WITHIN RIGHT OF WAY

It shall be unlawful for any person, firm or corporation to erect or place any advertising or other sign, except regulation traffic and warning signs approved by the Department of Transportation, on any highway or the right of way thereof, or so as to overhang the right of way, or to permit the erection or placing of any advertising or other sign, as herein prohibited, on any highway right of way which is situated over any land owned, rented, leased or claimed by such person, firm or corporation . It shall be unlawful for any person, firm or other corporation that has erected, or placed, or permitted to be erected or placed , any advertising or other sign, as herein prohibited, or for any person, firm or corporation owning, renting, leasing or claiming any land over which a highway or highway right of way is situated, and on which highway or highway right of way any advertising or other sign has been erected or placed, to allow such advertising or other signs to remain on state highway or right of way thereof.

History Note: Authority G.S. 136-18(10); 136-30;
Eff. July 1, 1978.

2011 Election Calendar

Candidate Filing...Most MunicipalitiesFriday July 1 Noon thru
Friday July 15 Noon

Municipalities that file by district....Monday July 25 Noon thru
(Navassa / Southport) Friday Aug 12 Noon

Absentee Voting by Mail Begins.....Friday, October 7

One-Stop Absentee Voting.....Thursday, October 20 thru
Saturday, November 5

Voter Registration Deadline Friday, October 14 at 5:00 PM

Last Day to Request an Absentee Ballot by MailTuesday, Nov 1 at 5:00 PM

Absentee Ballots Delivered Due at BOE Office..... Monday, Nov 7 at 5:00 PM

Municipal ElectionTuesday, November 8
Polls open 6:30 AM – 7:30 PM

Canvass Tuesday, November 15 at 11:00 AM

BRUNSWICK COUNTY BOARD OF ELECTIONS

PO BOX 2 · BOLIVIA, NC 28422

Willie E. Sloan, Chairman
William A. Roach, Secretary
Stuart Smith, Member



Greg Bellamy, Director
Phone: (910) 253-2620
Toll Free: (888) 445-2504
Fax: (910) 253-2618

Important Notice to Candidates

The ballot layout certificate will be available for viewing on our website (www.ncsbe.gov/county/brunswick) from Monday, July 25, through Friday, August 19.

Please review this information for accuracy because your name will appear on the ballot exactly as it appears on this document. If changes are needed, please contact our office immediately.

If you do not have access to the internet, please make arrangements with the Board of Elections office to view the ballot layout certificate.