

# CHECKING IN

Monthly Informational Mailer for Local Election Officials

617-979-8300

## The use of public buildings for political purposes: OK?

These are the types of things we hear from local election officials:

**“A local party committee is holding its meetings in the public library.”**

**“A candidate for mayor brought coffee and doughnuts to the senior center to talk about her campaign.”**

**“A ‘Vote Yes’ ballot question member handed out flyers at the varsity basketball game as people entered the gym.”**

The campaign finance law does not prohibit any of those activities, so long as equal access is granted, and there’s no fundraising (soliciting or receiving). Equal access means that political activity is permitted, so long as all candidates and committees have access to a facility under the same terms and conditions. (Note: You don’t have to let all groups know when a building is used for political purposes).

OCPF’s equal access guidance is available in [Interpretive Bulletin IB-91-01](#), “The Use of Governmental Resources for Political Purposes.”

**CPF M 102: Campaign Finance Report  
Municipal Form**  
Office of Campaign and Political Finance

File with: City or Town Clerk or Election Commission

Beginning Date: 3/9/19 Ending Date: 4/15/19

day preceding election  
 30 day after election  
 year-end report  
 dissolution

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 mmittee  
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Farmer Committee  
 Committee Name  
 George Farmer  
 Name of Committee Treasurer  
 Same

### Did you have a spring election?

**We recommend e-mailing OCPF’s tutorial on dissolution to unsuccessful candidates**

If a candidate loses at your town election, we recommend letting him or her know about dissolving their campaign. Please e-mail them OCPF’s 90-second tutorial on the topic. ([Click here](#) for the video).

The general rule – the campaign must have a zero balance and no liabilities to dissolve.



## POST-ELECTION REPORT

The post-election report is due 30 days after a town election. The reporting dates are from 17 days before the election until 20 days afterward.

If an unsuccessful candidate has a zero balance and no liabilities when the post-election report is filed, local election officials can consider him or her dissolved, meaning he or she is not required to file reports in the future.

Candidates in **city elections** do not file post-election reports.

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