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Revised: February 3, 2022

MEMORANDUM

Procedure to Transfer a Candidate's Political Committee
from the State Level to the Municipal Level

Massachusetts General Law chapter 55, Section 5 states in part: "The statement of a political committee organized on behalf of a candidate shall also include the written consent of said candidate. *No candidate shall give his consent to more than one such committee.*" (Emphasis added).

Therefore, if you are a candidate whose political committee is currently filing with the Office of Campaign and Political Finance (OCPF) and you wish to seek elected office requiring filing with a local election official¹, you must:

1. File Form CPF 101P (Change of Purpose of a Political Committee) with OCPF to indicate which office you are now seeking.
2. File a new Form CPF M101 (Statement of Organization Candidate's Committee), with your local election official.
3. E-File a Transition-Out Report with OCPF and file a copy of the report with your local election official. The report is authorized by OCPF, but completed and e-filed by the committee. It discloses a summary of funds raised and expended, in addition to an itemization of in-kind contributions received and liabilities incurred. This report covers the period from the last year-end report filed with OCPF through the date the Change of Purpose form is submitted. The next filing with the local election official will report activity from the day following the ending date of the Transition-Out Report.

A committee's filing requirements with OCPF will be discontinued after it transfers to filing at the municipal level, and no further concurrent filings will be required with OCPF, unless if at the time of transfer, the candidate continues to seek or hold an office for which reporting is

¹ Candidate committees that file with OCPF are in the depository system of reporting. Depository candidates include state, county, and mayoral candidates and candidates for city council in cities with a population of 65,000 or more (currently Boston, Cambridge, Lowell, Springfield, Worcester, New Bedford, Brockton, Quincy, Lynn, Fall River, Newton, Lawrence, Somerville, Framingham, Haverhill, Waltham and Malden). See M.G.L. c. 55, § 19.

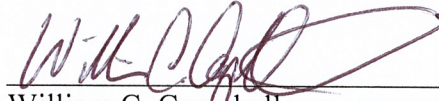
M-95-08

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Page 2

required with OCPF or the Director determines, based on the Director's review of the committee's campaign finance reports and other information available, that concurrent filings with OCPF should be required. *See* 970 CMR 1.13. If you maintain filing requirements with OCPF, your reports will need to be filed electronically as specified in M.G.L. c. 55, § 18C and 970 CMR 1.11.

For more information, please contact OCPF.



William C. Campbell
Director