



2023 Candidate Information Packet

Minneapolis City Council

Published: August 1, 2023

Elections & Voter Services
980 E Hennepin Ave
Minneapolis, MN 55414

vote.minneapolismn.gov
Call 311 or 612-673-3000
TTY 612-673-2157

Attention:

This information packet has been prepared to assist candidates and their campaigns for a seat on the Minneapolis City Council.

This packet is distributed as background information for candidates and is for general guidance only.

It is not a complete list of laws pertaining to election procedures and is not intended to be relied upon nor used to resolve any question or dispute with respect to any particular factual situation.

Please be aware that our office is prohibited from answering questions of a legal nature. We recommend that candidates and campaigns should seek their own legal counsel to ensure their efforts are in compliance with the law.

In all matters, Minnesota Election Law is the final authority.

English: Attention: If you want help translating this information, call 311 or 612-673-3000.

Spanish: Atención. Si desea recibir asistencia gratuita para traducir esta información, llama 612-673-2700.

Somali: Ogow. Haddii aad dooneyso in lagaa kaalmeeyo tarjamadda macluumaadkani oo lacag la' aan wac 612-673-3500.

Hmong: Ceeb toom. Yog koj xav tau kev pab txhais cov xov no rau koj dawb, hu 612-673-2800.

Important Phone Numbers and Websites

City of Minneapolis Elections & Voter Services

Contact for: Candidate filing, campaign finance, voter registration drives, election results, absentee voting options, sample ballots, maps, and more

Public Calls	Minneapolis 311 (612-673-3000) Minneapolis 311 App
Candidate and Campaign Calls	612-331-VOTE (8683)
Fax	612-673-2756
TTY	612-673-2157
Email	elections@minneapolismn.gov
Campaign Finance Email	mpls.campaigns@minneapolismn.gov
Website	vote.minneapolismn.gov
Social Media	www.facebook.com/votempls www.twitter.com/votempls www.youtube.com/cityofminneapolis https://www.instagram.com/votempls/

Hennepin County Elections

Contact for: Election information for other cities in Hennepin County, voter registration, and overseas voting.

Public Calls	612-348-5151
Fax	612-348-2151
Email	hc.vote@hennepin.us
Website	https://www.hennepin.us/residents#elections

Minnesota Secretary of State Elections Office

Contact for: Election results and requests for polling place lists, map orders, precinct finders, and voter information lists

Public Calls for Metro Area	651-215-1440
TTY	Contact MN Relay Service at 711 and ask them to call the Secretary of State Elections office at 651-215-1440.
Email	secretary.state@state.mn.us
Website	https://www.sos.state.mn.us/

Office of Administrative Hearings

Contact for: Reporting campaign and election violations

Public Calls	651-361-7900
TTY	651-361-7878
Fax	651-539-0310
Website	mn.gov/oah Choose: Self Help – Administrative Law Overview – Fair Campaign Practices

Table of Contents

	Section
Introduction to 2023 Minneapolis Elections	1
<ul style="list-style-type: none">• A Letter from the Director of Elections• 2023 Election Calendar• Voting in Minneapolis – 2023• Minneapolis Elections & Voter Services Building• 2023 Early Voting Locations• Minneapolis Map	
Filing for Office	2
<ul style="list-style-type: none">• Minneapolis Office Responsibilities• How to File for Office• Filing Paperwork and Examples	
Ranked Choice Voting	3
<ul style="list-style-type: none">• Ranked Choice Voting Overview• Ranked Choice Voting Flyer	
Campaign Activities Reminders	4
<ul style="list-style-type: none">• Campaign Sign Regulations and Enforcement• 2022 Minnesota Department of Transportation Letter• 2020 Automatic Dialing-Announcing Device Law• Campaigning in Multiple Unit Dwellings• Minneapolis Public Housing Authority Letter• Campaign Cybersecurity Memo	
Early Voting and Election Day Reminders	5
<ul style="list-style-type: none">• Polling Place Procedures and Conduct• Challengers in the Polls• Voter Accepted Absentee Ballot List Request Procedures and Form• Voter and Campaign Violation Process	
Campaign Finance Law	6
<ul style="list-style-type: none">• Overview• Statements of Economic Interest• How to file Reports• Campaign Finance FAQ• Minnesota’s Financial Disclosure Law	
Minnesota Secretary of State	7
<ul style="list-style-type: none">• 2023 Candidate Filing Information Sheet• 2022 Campaign Manual	

Section 1:

Introduction to 2023 Minneapolis Elections

SUMMARY:

- **A Letter from the Elections Director**
Introduction from the Director of Elections.
- **2023 Election Calendar**
Key dates and timelines for the election.
- **Voting in Minneapolis – 2023**
Overview of key election components and voter procedures.
- **Minneapolis Elections & Voter Services Building**
Directions to the election headquarters.
- **2023 Early Voting Location**
Information on the in-person early voting site for Minneapolis voters.
- **Minneapolis Map**
City, ward, and district boundaries City Council



A Letter from the Director of Elections

Dear Candidate,

Congratulations on your decision to seek elective office as a Minneapolis City Council Member. My name is Katie Smith and I have the privilege of serving as the Director of Elections & Voter Services for the City of Minneapolis.

Elections & Voter Services is dedicated to serving the citizens of Minneapolis by administering the election process with integrity and by promoting voter participation. Our actions are centered on a strong commitment to ensure all qualified voters have free, impartial, and equitable access to the ballot box. We believe that candidates for local office and elected officials play an equally important role in this process.



Whether you are an experienced official seeking re-election or a first-time candidate, our office is here to help you. One way we do this is by creating a Candidate Information Packet to serve as a condensed source of information. I encourage you to review it thoroughly in preparing for the Municipal Election to be held on November 7, 2023.

Throughout this election season, you will also receive occasional email updates on our activities from the City Clerk Casey Carl, or myself. These emails will provide reminders of key election dates, deadlines for voters, and progress on matters such as Early Voting, equipment testing, and changes to polling places.

Do not hesitate to contact our office if you have additional questions.

Website: vote.minneapolismn.gov

Public Phone: 612-673-3000 (311)

Candidate and Campaign Email: mpls.campaigns@minneapolismn.gov

Candidate and Campaign Phone: 612-331-VOTE (8683)

Regards,

A handwritten signature in cursive script that reads "Kathryn Smith". The ink is a reddish-brown color.

Katie Smith
City of Minneapolis
Assistant City Clerk, Director of Elections & Voter Services

2023 Election Calendar*

July 29	Pre-primary campaign financial report due to Minneapolis Elections
August 1	Candidate filing opens at 8:00 a.m.
August 1 – November 17	All noncommercial signs of any size may be posted in any number for the 2023 Municipal Election
August 15	Candidate filing closes at 5:00 p.m.
August 17	Candidate withdrawal deadline. Office open until 5:00 p.m.
<i>Within 14 days of filing for office</i>	Deadline for candidates to file their Statement of Economic Interest with Minneapolis Elections
September 4	Labor Day – Elections Office closed
September 22 – November 6	Absentee voting period for General Election: Mail & In-person Voting <i>Primarily open during business hours. Expansions to service hours noted below.</i>
October 9	Indigenous Peoples Day – No Absentee Voting
October 17	Voter pre-registration deadline for the General Election. By mail or in person until 5:00 p.m. and by OSS website until 11:59 p.m.
October 23 – October 27	Early Vote Center Extended weekday hours for absentee voting: 8:00 a.m. – 6:00 p.m.
October 28	Pre-general election campaign finance report due to Minneapolis Elections
October 28	Early Vote Center Extended hours for absentee voting: 9:00 a.m. – 3:00 p.m.
October 29	Early Vote Center Extended hours for absentee voting: 9:00 a.m. – 3:00 p.m.
October 30 – November 3	Early Vote Center Extended weekday hours for absentee voting: 7:00 a.m. – 6:00 p.m.
November 4	Early Vote Center Extended hours for absentee voting: 9:00 a.m. – 3:00 p.m.
November 5	Early Vote Center Extended hours for absentee voting: 9:00 a.m. – 3:00 p.m.
November 6	Last day of Early Voting 7:00 a.m. – 5:00 p.m.
November 7	General Election – Polls are open from 7:00 a.m. to 8:00 p.m. 8:00 p.m. Deadline for returning absentee ballots to City Elections Office. 6:00 p.m. – 8:00 p.m. No public meetings or school events except regularly scheduled classes
November 14	Certificate of Filing due to Minneapolis Elections
December 7	Post-general election campaign finance report due to Minneapolis Elections
2024	
January 31, 2024	Annual campaign finance report due to Minneapolis Elections

*In all matters, Minnesota Election Law or the Minneapolis Charter is the final authority, not this calendar. Information is subject to change based on actions of the Minnesota Legislature, current rulemaking, and the Minneapolis City Council.

Voting in Minneapolis - 2023

General Election Day: Tuesday, November 7, 2023

Polls are open from 7:00 a.m. to 8:00 p.m.

Minneapolis 311 is open until 8:00 p.m. to serve voters.

Offices on the ballot in 2023

- City Council – 13 Wards

Note: Due to the timing of state and local redistricting, Council Members elected in the 2023 Municipal Election will serve a 2-year term. The 2023 City Council election will reflect the redistricted wards and boundaries. No other municipal offices will be on the ballot in 2023. City Council terms will return to a normal 4-year cycle with the 2025 Municipal Election.

Changes from the 2022 Election

Voters should be aware that in 2023:

- You **cannot** request an absentee ballot online. This tool is only offered in even-year elections (state and federal). In order to request an absentee ballot for this election you must use the paper absentee ballot application.

Ballot Marking Machine

Federal law requires that polling places offer technology that lets voters privately mark their ballot if they cannot (or choose not to) vote independently using a pen. The OmniBallot Tablet made by Democracy Live is a Help America Vote Act compliant device designed to help voters cast their ballot independently.

The accessible ballot tool has a screen that displays the ballot in large print or with a high-contrast background. It can read the ballot aloud through headphones. Voters make their choices with a Braille keypad, touchscreen, or three-button device. After they make their choices, it prints a completed paper ballot.

Voter Registration

To vote in the 2023 Municipal Election, you must be a registered voter. You may pre-register to vote, register while voting absentee, or you may register at the polls on Election Day. If you have moved, changed your name, or have not voted in the past four years, you must re-register.

- **Pre-register:** Voter registration applications must be received by election officials 21 days before Election Day. The 2023 deadline to pre-register is **Tuesday, October 17, 2023**, for the General.
 - Register at City, County, and State government offices, or online at mnvotes.org
 - Registration deadline is 5:00 p.m. if completed in person or by mail and 11:59 p.m. if online
- **Register on Election Day:** See the election website or call our office for a list of state-authorized identification required as proof of residence. Allow extra time at the polls to complete the registration process.

Absentee Voting:

General Election: Friday, September 22 – Monday, November 6

- You may vote in person or complete the entire process by mail. Allow **at least 7 days** to complete the entire mail process. You may pick up an application for an absentee ballot in person, call to request one by mail, or print the application off our website. We must receive your signed application before we can mail your ballot.
- Voters do not need to be pre-registered to vote by absentee ballot. The absentee ballot process may include voter registration if necessary.
- If your campaign is assisting voters in the vote-by-mail process, be aware that you are required by law to submit absentee ballot applications **within 10 days** after it has been dated by the voter. To better serve these voters, it is recommended that they be submitted as soon as possible.
- Special absentee voting procedures are available to voters with incapacitating health conditions, who are disabled, or who have personal safety concerns. See M.S. 203B.11 or call our office for details.
- Absentee ballot application forms and a complete list of those that have applied for a ballot cannot be made available for public review until after 8:00 p.m. on Election Day. However, a list of those voters with an accepted absentee ballot is available by request before the close of polls on Election Day (M.S. 201.091; M.S. 203B.12) – *see more in Section 3, Campaign Activities Reminders*
- Absentee votes are combined with results from the precincts before precinct totals are posted to the web on Election Day.

Minneapolis Elections & Voter Services Building

980 E Hennepin Ave, Minneapolis, MN 55414

Getting to our building

- We are in a business park near the intersection of E Hennepin Ave and I-35W.
- Enter the business park from E Hennepin Ave.
- Our suite is **inside** the business park and **does not** face the street.
- Once in the lot, take your first right and travel 300 feet to reach the building.

Parking, transit, and bike options

- The building has free public parking.
- Nearby bus routes include the 61, 25, and 4.
- Bike racks are located in the front of the building.

From the North

Take I-35W exit 20 for Stinson Blvd turn left onto NE Stinson Blvd.

Travel a ½ mile then turn right onto E Hennepin Ave. Travel a ½ mile. Immediately after the light at E Hennepin and NE Johnson St/10th Ave SE, turn left into the Hennepin Ave business park. Once in the lot, take your first right and travel 300 feet to reach the building.

From the South

Take I-35W exit 19 for E Hennepin Ave and turn left to E Hennepin Ave. Immediately after the light at E Hennepin and NE Johnson St/10th Ave SE, turn left into the Hennepin Ave business park. Once in the lot, take your first right and travel 300 feet to reach the building.

From North Minneapolis

Travel east on W Broadway Ave across the river. Once across the river, travel roughly 2 miles and turn right onto Johnson St NE. Turn right at E Hennepin Ave and immediately turn left into the Hennepin Ave business park. Once in the lot, take your first right and travel 300 feet to reach the building.

From Dinkytown/University of Minnesota

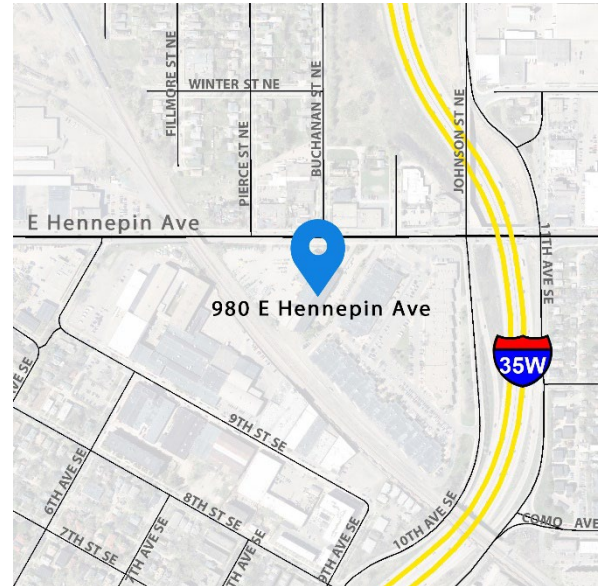
Travel north on 15th Ave SE, then turn left onto Como Ave SE. Take a right at the fork to continue onto 11th Ave SE. Turn left to E Hennepin Ave. Immediately after the light at E Hennepin and NE Johnson St/10th Ave SE, turn left into the Hennepin Ave business park. Once in the lot, take your first right and travel 300 feet to reach the building.

From Downtown Minneapolis

Travel north on 3rd Ave S, which becomes Central Ave SE once you cross the river. Turn right onto E Hennepin Ave and travel approximately 1 mile. Turn right into the Hennepin Ave business park. Once in the lot, take your first right and travel 300 feet to reach the building.

Exiting the facility

You can exit onto E Hennepin Ave, or travel to the southeast corner of the business park to exit southbound onto 10th Ave SE.



2023 Early Voting Location

There will be one early in-person voting location available for Minneapolis voters during the 2023 General Election. The Minneapolis Early Vote Center located at 980 E Hennepin Ave will be open for the full 46-day early voting period from September 22 until November 6.

Note: The Early Vote Center will not be open on Indigenous Peoples Day, October 9, or Election Day, November 7.



Key Services and Features:

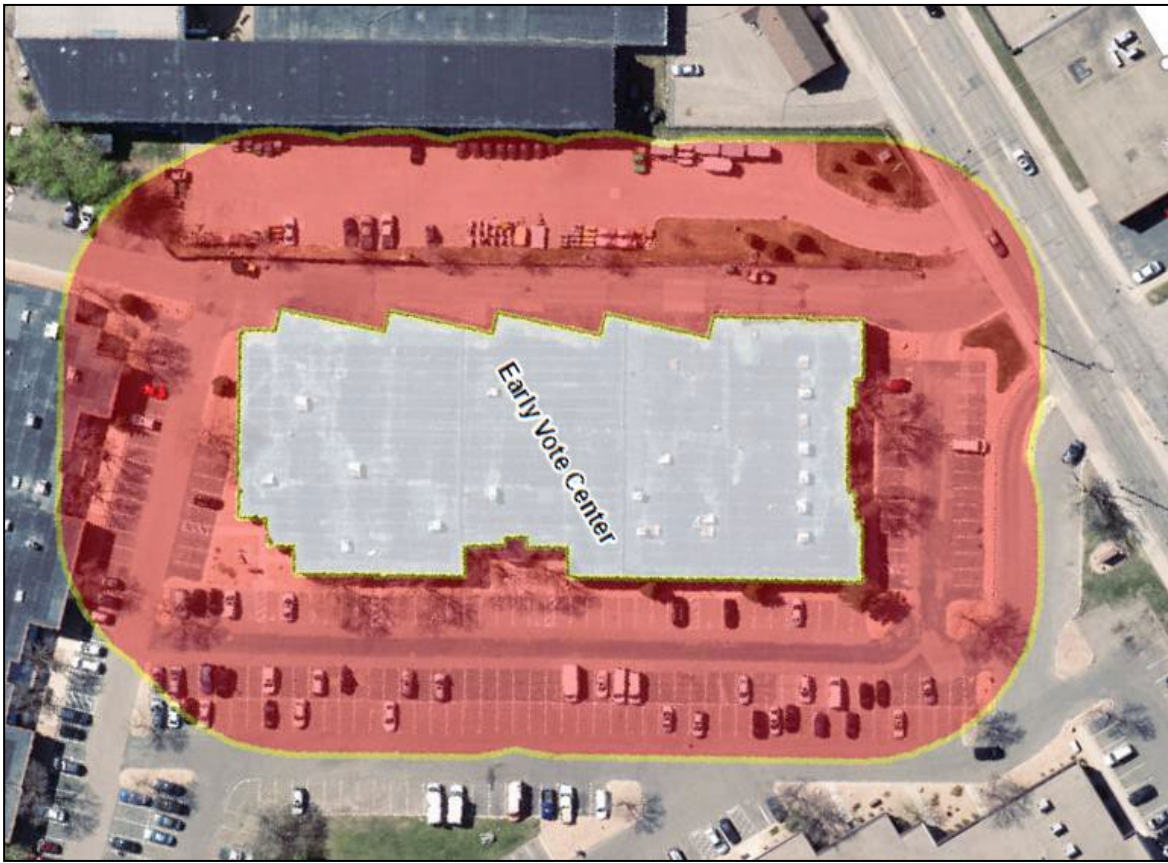
- **Voter registration** – Whether a first-time voter or someone who needs to update their registration, election officials can help voters complete their registration so they can cast their ballot that same day.
- **Curbside voting** – This voting method is available for those who cannot easily leave their vehicle due to mobility reasons or those who need to avoid contact for health reasons. A team of two election officials will bring voting materials out to the voter to assist with casting their ballot.
- **Ballot Marking Machine** – Help America Vote Act compliant devices like the OmniBallot are designed to help voters cast their ballot independently. Common features include reading the ballot to deaf voters, visual adjustments for those with limited eyesight, and Braille on keypad.
- **Language support and translations** – Election officials with second language skills can assist voters who are more comfortable discussing the voting process in a language other than English. Staff on site typically speak the major languages of Minneapolis including Somali, Oromo, Spanish, and Hmong.

Visiting the Early Vote Center

Here are a few things you can expect when coming to the Early Vote Center to vote or to assist a voter.

100-ft Buffer Zone

Minnesota Statute 204C.06 limits who can be within 100 feet of a polling place. Those who are not voting or present for another authorized reason must stay outside of the buffer zone shown below. You can learn more about these limits in Section 5 of this packet.



Outside lines

The Early Vote Center has very limited space inside the building, so the voting line often extends outside the building during busy voting times, often in the days immediately ahead of Election Day. Once inside the building, most voters are through the entire voting process in about 10 minutes.

Voter Assistance

Our Early Vote Center staff are here to help all eligible voters cast a ballot. Please call us at 612-673-3000 if you have any questions about how you or someone you know can cast a ballot at the Early Vote Center.

Private Property

The Early Vote Center is part of a larger business complex that is privately owned. The parking lot and surrounding businesses are not open to the public and visitors may be asked to leave these areas if they are not authorized to be there. For the safety of all visitors, do not linger in the parking lot as it can be busy and must remain open for traffic to pass.

Further Questions?

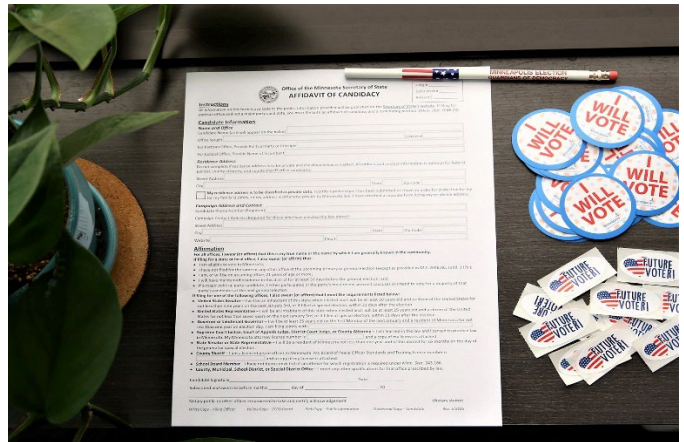
Please call us at 612-673-3000 or email elections@minneapolismn.gov questions about the Early Vote Center.

Section 2:

Filing for Office

SUMMARY:

- **Minneapolis City Council Member Responsibilities**
Information about the duties and responsibilities for each office on the ballot.
- **How to File for Office**
To help prospective candidates prepare and know what is expected during the candidate filing period.
- **Filing Paperwork Preview**
Explanation for the different paperwork used during candidate filing.



Minneapolis City Council Office Responsibilities

Council Members

The City Council governs Minneapolis through its legislative, policymaking, and oversight powers not delegated to the Mayor or another officer, board, or department. The Council levies taxes, enacts ordinances and resolutions, licenses businesses, and adopts enterprise policies, rules, and regulations. Council Members represent the interests of their constituents and meet regularly with constituents to discuss city programs, services, and developments affecting the ward that they represent and the City as a whole. The City Council uses a committee system to consider legislative policy. Each committee handles a specific area of City policy. Committee recommendations are forwarded to the full Council for its consideration.

The 2023 annual rate of pay for Council Members is \$109,846 plus benefits. For more information: www.minneapolismn.gov/council

NOTE: Due to the timing of the state and local redistricting, Council Members elected in the 2023 Municipal Election will be a 2-year term. The 2023 City Council election will reflect the redistricted wards and boundaries. No other municipal offices will be on the ballot in 2023. City Council terms will return to a normal 4-year cycle with the 2025 Municipal Election.

How to File for Office

Filing for office is the process that a candidate completes to have their name placed on the ballot. During this process, candidates will complete necessary paperwork, either pay a filing fee or submit a petition in lieu of a filing fee and receive basic instructions on financial reporting requirements. Candidates must also come with a valid ID for notarization purposes.

When to file:

August 1 – August 15, 2023
8:00 a.m. to 4:30 p.m.
(Till 5:00 p.m. on August 15)

Candidates may withdraw no later than 5:00 p.m. on Thursday, August 17, 2023.

Where to file:

City of Minneapolis
Elections & Voter Services
980 E Hennepin Ave
Minneapolis, MN 55414

Alternate Procedures:

Candidates who will be absent from the state during the filing period may make separate arrangements with election officials prior to departure.

Contact us at
elections@minneapolismn.gov

Who files in 2023:

City Council – 13 Wards

Length of term:

The 13 City Council Candidates elected will only be for a two-year term. Elected candidates will take office in January 2024.

Eligibility to Hold Office (Article VII, Section 6 of the Minnesota Constitution)

- Be eligible to vote in Minnesota
- Have not filed for the same or any other office at the upcoming primary or general election
- Twenty-one (21) years of age or more on the date of taking office
- Resided in the district in which the candidates seek election for at least thirty days prior to Election Day
- If a major political party candidate has either participated in the party's most recent precinct caucuses or intends to vote a majority of that party's candidates at the next general election

Filing Fee – Cash or check payments made out to the City of Minneapolis

City Council - \$250

Petitions Requirements

Candidates may present a petition with the signatures of eligible voters in lieu of the filing fee. (M.S.205.13, subd. 4; 204B.11). Within 24 hours of submitting a petition, candidates will be notified by election officials whether they have achieved enough eligible signatures to have their name placed on the ballot.

Petitions can only be signed by those eligible to vote for the candidate and the forms must meet all legal requirements in order to be accepted.

Candidates are strongly encouraged to review the petition resources, rules, and templates found on the Minnesota Secretary of State's website to ensure their petition meets all legal requirements.

<https://www.sos.state.mn.us/election-administration-campaigns/become-a-candidate/candidate-petitions/>

2023 Signature Requirements for Petitions in Place of Filing Fee –

Office	Ballots cast in Election District on Nov. 2, 2021, General Election	Number of signatures required for Petition
City Council Ward 1	12,142	500
City Council Ward 2	9,799	490
City Council Ward 3	14,438	500
City Council Ward 4	7,500	375
City Council Ward 5	5,616	281
City Council Ward 6	6,871	344
City Council Ward 7	12,329	500
City Council Ward 8	11,326	500
City Council Ward 9	6,983	350
City Council Ward 10	11,345	500
City Council Ward 11	13,877	500
City Council Ward 12	16,083	500
City Council Ward 13	17,028	500

Political Party or Principle

The Minneapolis City Charter allows each candidate for Mayor or City Council when filing for office to state on their Affidavit of Candidacy in up to three words, his or her political party or principle, which will appear on the ballot. (Minneapolis Charter § 3.1 subd. d)

According to Minnesota Statutes § 200.02, subd. 7 and 23, the following are recognized as political parties in Minnesota.

Major Parties

- Democratic-Farmer-Labor
- Legal Marijuana Now
- Republican

Minor Parties

- Grassroots-Legalize Cannabis Party
- Independence-Alliance Party
- Libertarian Party

If a candidate chooses not to list one of the above major/minor parties, they may provide a principle that consists of three words or less.

Candidates choosing to list a three-word or less principle may not do the following:

- Use abbreviations
- List multiple political parties or principles
- List a political party and a principle
- Use an iteration of the word “endorse”
- List a principle that may give the candidate a competitive advantage (i.e. specific policy or position, “incumbent”, etc.)

Order of Candidate on the Ballot

For each contest, the order in which candidate names appear on the ballot is randomly determined by a statutory formula and then rotated in each precinct according to the Candidate Rotation Algorithm found in M.R. 8220.0825 Subp.3.

Filing Paperwork Preview

Candidates do not need to complete any filing paperwork in advance. Election officials will provide physical copies of all necessary paperwork.

Affidavit of Candidacy (Updated 2023) – required

This form is used to place your name on the ballot. Completed affidavits are uploaded to the Elections & Voter Services website for public viewing. Affidavits must be notarized and submitted with a filing fee or petition in lieu of a filing fee in order to be accepted. Election officials can serve as the notary.

Candidate and Campaign Manager Contact Information – requested

This form is requested to allow our office direct communication with candidates and their campaigns on Minneapolis-specific election issues. This is also how we will contact winners after election night.

Address of Residence Forms (Updated 2023) – if the private data box is selected on the affidavit of candidacy

When a candidate requests their private address not be disclosed on the Affidavit of Candidacy, they must complete the Address of Residence form. This non-public form provides the necessary information to election officials. Candidates may request their residence be classified as private data in cases where candidates have submitted a police report, have an order for protection issued, have a reasonable fear for their or their family's safety; or their address is otherwise private by Minnesota law.

Correction to Affidavit of Candidacy – as needed

Once an Affidavit of Candidacy has been accepted and notarized, only minor changes can be made without requiring completion of a new one. Minor changes will be noted on a correction form and uploaded with the original affidavit.

Candidate Name Pronunciation Form – optional

This form is utilized for the programming of OmniBallots, which are assistive ballot marking machines used in polling places. Candidates can specify a particular pronunciation of their name when the OmniBallot reads the ballot to the voter.

Affidavit of Withdrawal – as needed

When a candidate no longer wants their name to be placed on the ballot, an Affidavit of Withdrawal must be completed with election officials no later than Thursday, August 17 at 5:00 p.m.



Office of the Minnesota Secretary of State
AFFIDAVIT OF CANDIDACY

Filing # _____
Cash/Check # _____
Amount \$ _____

Instructions

All information on this form is available to the public. Information provided will be published on the [Secretary of State's website](#). If filing for partisan office and not a major party candidate, you must file both an affidavit of candidacy and a nominating petition. (Minn. Stat. 204B.03)

Candidate Information

Name, Office, and Party

Candidate Name (as it will appear on the ballot)

Office Sought

District #

Political Party or Principle (State or Federal offices only)

Name of Incumbent (Judicial seats only)

Contact Information

Required (federal, judicial, county attorney, and county sheriff candidates are exempt)

Check box if you do not have an email address

Phone number

Email (non-government issued)

Address Information

Residence Address Required (unless box is checked; federal, judicial, county attorney, and county sheriff candidates are exempt)

My residence address is to be classified as private data.

I certify a police report has been submitted, an order for protection has been issued, or I have a reasonable fear for my or my family's safety; or my address is otherwise private by Minnesota law. I have attached a separate form listing my residence address.

Residence Address

City

State

Zip Code

Campaign Contact Information (Address required if box above is checked)

Campaign Address

City

State

Zip Code

Campaign Website

Affirmation

For all offices, I swear (or affirm) that this is my true name or the name by which I am generally known in the community.

If filing for a state or local office, I also swear (or affirm) that:

- I am eligible to vote in Minnesota;
- I have not filed for the same or any other office at the upcoming primary or general election except as authorized by Minn. Stat. 204B.06, subd. 9;
- I am, or will be on assuming office, 21 years of age or more;
- I will have maintained residence in this district for at least 30 days before the general election; and
- If a major political party candidate, I either participated in the party's most recent precinct caucuses or intend to vote for a majority of that party's candidates at the next general election.

If filing for one of the following offices, I also swear (or affirm) that I meet the requirements listed below:

- **United States Senator** – I will be an inhabitant of this state when elected and I will be at least 30 years old and a citizen of the United States for not less than nine years on the next January 3rd, or if filled at special election, within 21 days after the election.
- **United States Representative** – I will be an inhabitant of this state when elected and I will be at least 25 years old and a citizen of the United States for not less than seven years on the next January 3rd, or if filled at special election, within 21 days after the election.
- **Governor or Lieutenant Governor** – I will be at least 25 years old on the first Monday of the next January and a resident of Minnesota for not less than one year on election day. I am filing jointly with _____
- **Supreme Court Justice, Court of Appeals Judge, District Court Judge, or County Attorney** – I am learned in the law and licensed to practice law in Minnesota. My Minnesota attorney license number is _____ and a copy of my license is attached.
- **Supreme Court Justice, Court of Appeals Judge, or District Court Judge** – I will not turn 70 years of age before the first Monday of next January.
- **State Senator or State Representative** – I will have maintained residence in Minnesota not less than one year and in this district for six months on the day of the general or special election.
- **County Sheriff** – I am a licensed peace officer in Minnesota. My Board of Peace Officer Standards and Training license number is _____ and a copy of my license is attached.
- **School Board Member** – I have not been convicted of an offense for which registration is required under Minn. Stat. 243.166.
- **County, Municipal, School District, or Special District Office** – I meet any other qualifications for that office prescribed by law.

Candidate Signature _____ Date _____

Subscribed and sworn to before me this _____ day of _____, 20_____.

Notary public or other officer empowered to take and certify acknowledgement

(Notary stamp)

CANDIDATE AND CAMPAIGN MANAGER CONTACT INFORMATION

Candidate Information

Candidate Name (as it will appear on the ballot) _____

Candidate Phone Number(s) _____

Candidate Email Address _____

Campaign Manager Information

Campaign Manager Name _____

Campaign Manager Phone Number(s) _____

Campaign Manager Email: _____

DATA PRACTICES ADVISORY

(Minnesota Statutes, Section 13.04, Subdivision 2)

You have an opportunity to supply contact information for your campaign. Before supplying such information, you are informed of the following:

- A. The purpose of obtaining this contact information is to enable the City of Minneapolis to communicate with your campaign on election process issues. Such election process issues may include, but not be limited to: the implementation of emergency election procedures; changes to election process; changes to polling places; any observation of a possible election law violation occurring in or around any Early Vote Center, any polling place, and the Elections & Voter Services building; and issues relevant to the election for the office for which you filed an Affidavit of Candidacy.
- B. You are not legally required to provide this contact information. If you do provide your campaign's contact information, your campaign may directly receive communications from the City of Minneapolis on upcoming election process issues. If you do not provide your campaign's contact information, your campaign may not receive direct communications from the City of Minneapolis on upcoming election process issues.
- C. If you do provide your campaign's contact information, election administrators and agents of the City of Minneapolis may have access to the contact information. In addition, the contact information will be public, unless there is some specific circumstance that would make the information not public under an applicable law.

Office of the Minnesota Secretary of State

ADDRESS OF RESIDENCE FORM

Instructions

This form is to be attached to the Affidavit of Candidacy when a candidate has checked the Private Data box.

The address of residence is classified as private data at the request of the candidate. The address of residence is used by the filing officer who received the affidavit of candidacy, upon written request of a registered voter, to determine whether the address of residence listed by the candidate is actually located in the area represented by the office sought, pursuant to *Minnesota Statutes*, section 204B.06, subd. 1b (b). While the candidate is not required to provide the address of residence, failure to provide the address of residence will result in an incomplete affidavit of candidacy and the rejection of the affidavit of candidacy, which will result in the omission of the candidate’s name from any ballot in the election for which the candidate attempts to file the affidavit of candidacy and pay the filing fee. This information will be available to the filing officer to whom the written request is delivered, to employees of that filing officer and to other elections officials with whom that filing officer consults in order to obtain information necessary to make the determination whether the address of residence listed by the candidate is actually located in the area represented by the office sought.

Candidate and Address of Residence

Candidate Name

Office Sought

Street Address

City

MN ZIP Code

Statement

Pursuant to *Minnesota Statutes* 204B.06, subd. 1b (c), I certify that a police report has been submitted, an order for protection has been issued, or I have a reasonable fear for my or my family’s safety; or my address is otherwise private by Minnesota law.

Signature of candidate

Date

Filing Officer Verification of Residence

For offices where a residency requirement must be satisfied by the close of the filing period (Governor, Lieutenant Governor, State Senator, and State Representative). Must be completed by the filing officer within one business day of receiving the filing.

I have determined that the address provided by the candidate on this form is within the area represented by the office the candidate is seeking.

Signature of filing officer

Date



Affidavit of Candidacy
Filing # _____

Minneapolis Elections & Voter Services

Correction to Affidavit of Candidacy:

Only minor corrections can be made without requiring completion of a new affidavit

Candidate's Name: _____

Office Filed For: _____

Minor Correction Requested:

- Phone Number _____
- Email _____
- Website _____
- Other _____

For completion by election official only

Received by: _____

Date and Time Received: _____

Request Completed (select only one) :

In-person: _____ Phone: _____ Email: _____



Minneapolis Elections & Voter Services

Candidate Name Pronunciation Form:

Used for AutoMARK or OmniBallot, assistive voting devices in polling places

Candidate's Name (clearly print): _____

Office Filed For: _____

Candidate Name's Phonetic Pronunciation: _____

Office of the Minnesota Secretary of State

AFFIDAVIT OF WITHDRAWAL

Instructions

Generally, a candidate who has filed an affidavit of candidacy may remove his or her name from the ballot by filing an affidavit of withdrawal by 5 p.m. no later than 2 days after the end of the filing period. The affidavit of withdrawal is filed with the same filing officer where the original affidavit of candidacy was filed. The withdrawal affidavit should include the candidate's name and office for which they filed and include a request to have their name withdrawn from the ballot. See the [Candidate Withdrawal](#) webpage for details regarding U.S. Presidential and Vice Presidential candidates, and candidates for State Constitutional Offices (Governor and Lieutenant Governor, Secretary of State, Attorney General, and State Auditor).

Statement

I,
certify that I filed an affidavit of candidacy for the office of
on _____, 2023. I request that my name be withdrawn from the ballot,
pursuant to *Minnesota Statutes* 204B.12, subd. 1.

Signature

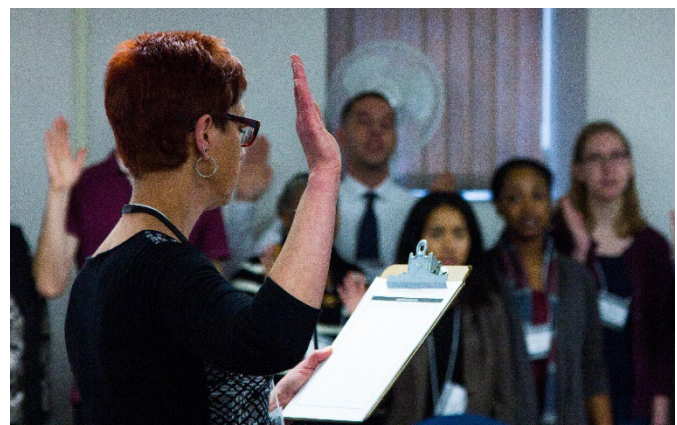
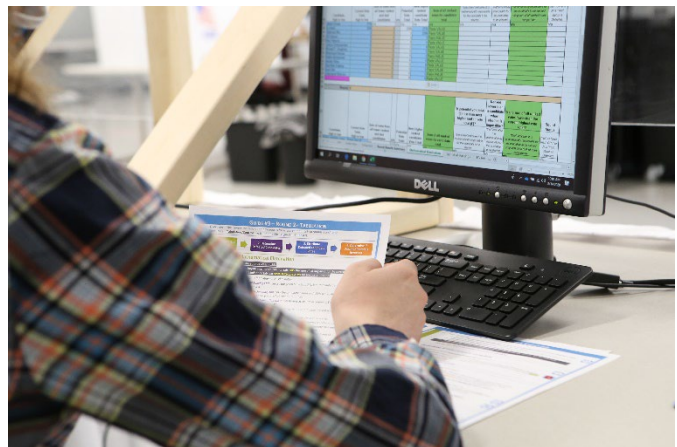
Date

Section 3:

Ranked Choice Voting

SUMMARY:

- **Ranked Choice Voting Overview**
Information about how this voting method works, how results are tabulated, and key terminology.
- **Ranked Choice Voting Flyer**
An educational flyer that may be downloaded and used for outreach efforts.



Ranked Choice Voting Overview

Ranked choice voting (RCV) allows voters to rank up to three candidates for each municipal office. Because Minneapolis uses RCV, there is no primary needed. The primary and general elections are combined into a single election.

Just like any other election year, you will vote by filling in ovals on a paper ballot. Each ballot will have three columns. For each office, mark your ballot from left to right, marking your first-choice candidate in the first column. If you want to rank different second and third choices, mark them in the second and third columns. In each race, you can only mark one candidate in each column. If you make a mistake while marking your ballot, you can ask an election judge for a new ballot.

1	1 st Choice Select One	2	2 nd Choice If any, must be different from your 1 st choice	3	3 rd Choice If any, must be different from your 1 st and 2 nd choices
○	WEBBER PARK Parks Party	●	WEBBER PARK Parks Party	○	WEBBER PARK Parks Party
●	BELTRAMI PARK Parks United	○	BELTRAMI PARK Parks United	○	BELTRAMI PARK Parks United
○	LOWRY PARK Parks United	○	LOWRY PARK Parks United	○	LOWRY PARK Parks United
○	POWDERHORN PARK Parks Party	○	POWDERHORN PARK Parks Party	●	POWDERHORN PARK Parks Party
○	BOSSEN FIELD PARK Parks Party	○	BOSSEN FIELD PARK Parks Party	○	BOSSEN FIELD PARK Parks Party

STEP 1: ↑

Choose your top candidate. This is your 1st choice candidate and will be the vote that is considered first.

•

STEP 2: ↑

• If you have a 2nd choice (not required), you may select another candidate. This must be different from your 1st choice candidate.

•

STEP 3: ↑

• If you have a 3rd choice (not required), you may choose another selection. This must be different from your 1st and 2nd choices.

On election night, we use ballot-counting machines to count the first-choice votes for all candidates. If a candidate receives enough votes to win, they are elected. For example, in the race for Mayor, a candidate needs more than half the first-choice votes to win based on the election night results.

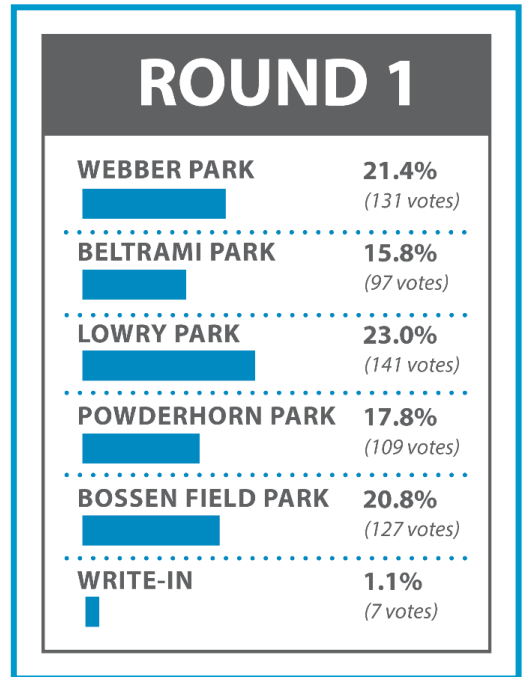
If no candidate receives enough votes to win, we begin the round-by-round ranked-choice voting tabulation process the day after Election Day. We count each candidate's current vote total and then eliminate the candidates with no mathematical possibility of winning. This includes the candidate with the lowest number of first-choice rankings. We transfer votes from the eliminated candidates to the next-ranked candidate on those ballots. Votes are then re-tallied. We repeat the RCV tabulation process until the required number of candidates have enough votes to win.

Counting a ranked-choice voting election

Ranked choice voting (RCV) allows you to rank up to three candidates for each municipal office. Your ballot will count for your second-choice candidate only if your first-choice candidate is eliminated from the race. It will count for your third-choice candidate only if your first two choices are eliminated. That means a special process is needed to count the ballots and calculate the results. Here's how it works.

ROUND 1

Let's say we're electing a city park for Mayor. Voters can rank up to three choices on the ballot. In the first round, all first choices on the ballots are counted. To win a single-seat race like the Mayor's office, a candidate needs to reach a threshold of 50% + 1 of the votes cast for that office. The threshold in the example shown here is 307 votes, so no candidate has enough votes to win after Round 1. The chart to the right shows our totals after counting all the first-choice votes.

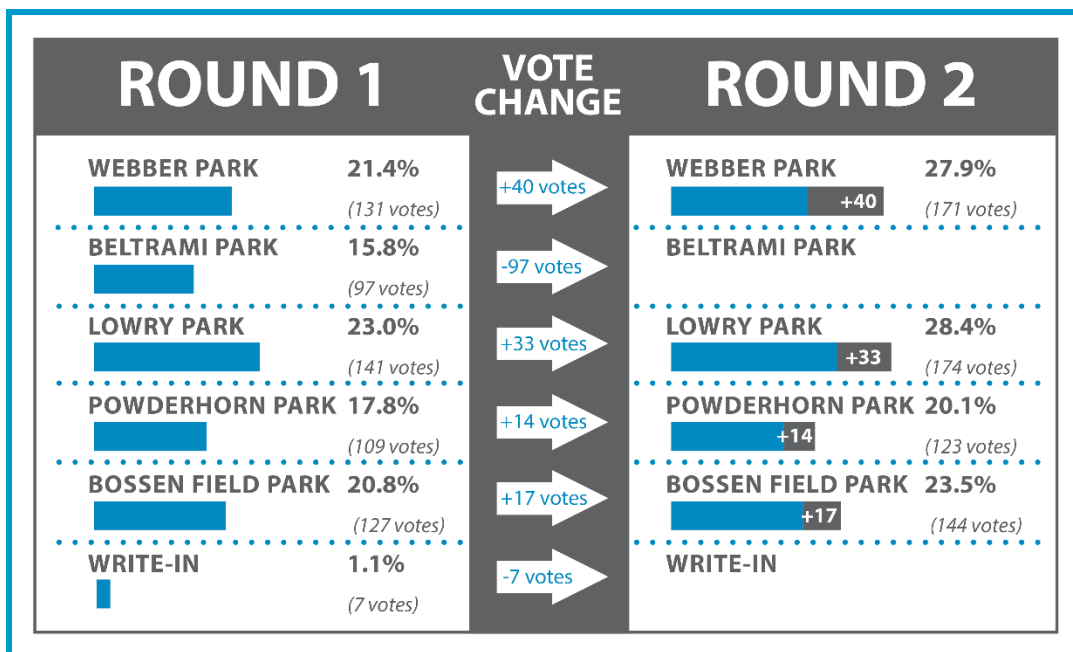


ROUND 2

Because this is an RCV election, we move on to another round of counting. In this round, the candidate with the fewest first-choice votes is eliminated. In this example, this means the write-in candidates are eliminated. The first-choice votes cast for these candidates are then transferred to those voters' second-choice candidates.

Additionally, Beltrami Park is eliminated because even if it were to receive all the second-choice votes transferred from the write-in candidates, it would still not have enough votes to surpass the next candidate (Powderhorn Park). In other words, Beltrami Park has no mathematical possibility of winning. Note that only the eliminated candidates' votes are transferred. Votes cast for all remaining candidates continue to count for those candidates.

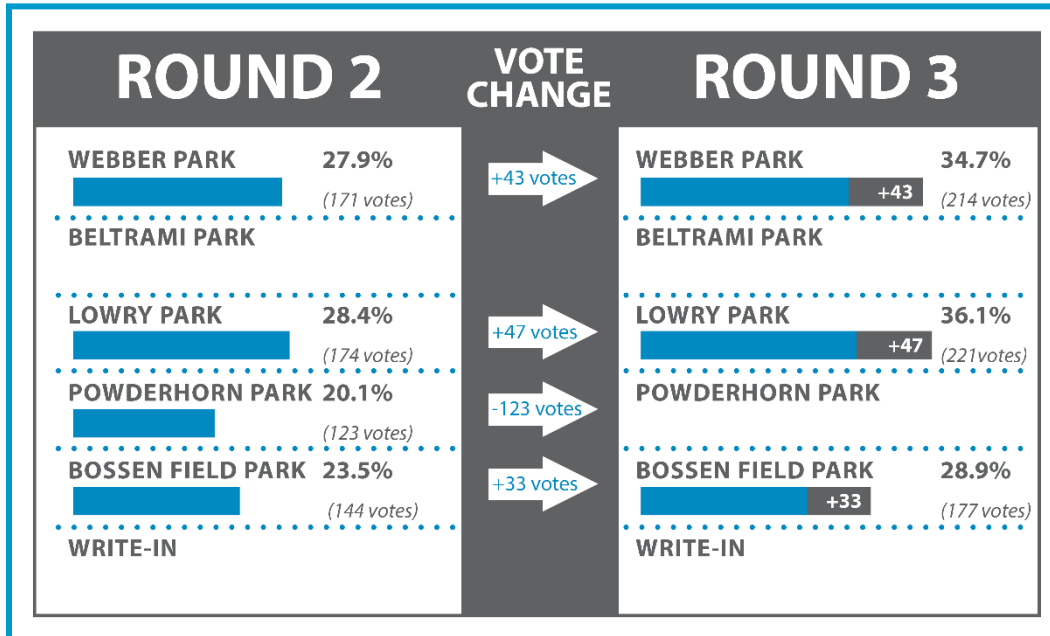
We eliminate these candidates and add second-choice votes to the remaining four candidates to come up with Round 2 totals:



ROUND 3

If a candidate had met the threshold of 50% + 1 of the total votes, tabulation would be complete and we would have a winner. In this case, no candidate reached the 307-vote threshold, so we move on to Round 3 of counting. Again, the candidate with the fewest votes is eliminated. This time it's Powderhorn Park. Powderhorn Park's votes are transferred to the next-ranked candidate on those voters' ballots.

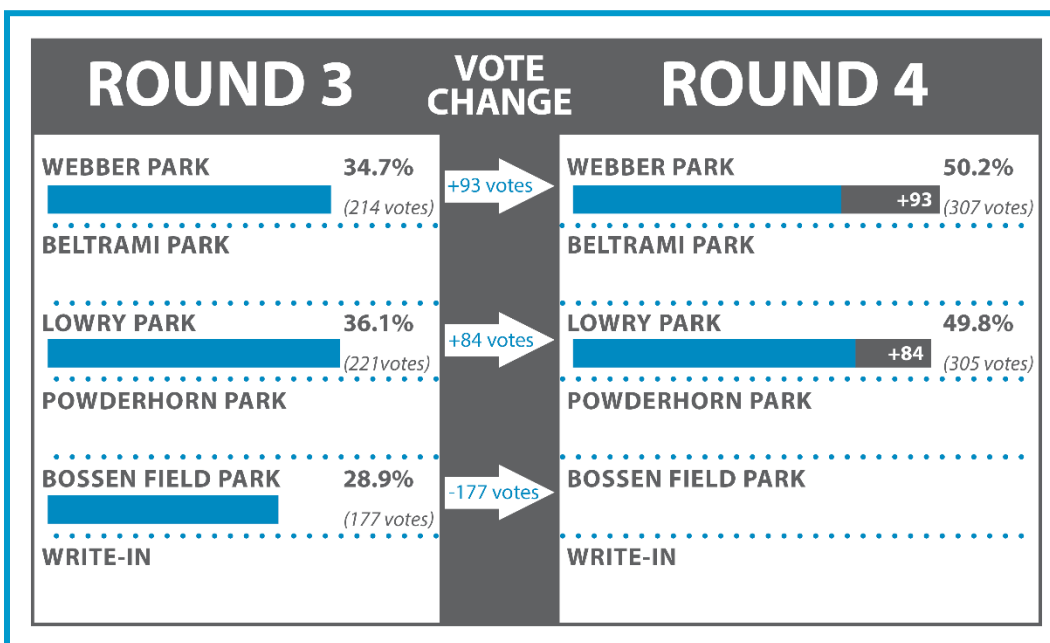
After redistributing those votes to the remaining candidates, we get Round 3 totals:



ROUND 4

If a candidate had met the threshold after three rounds, that candidate would be the winner. But in this instance, no candidate has reached 307 votes, so we move on to Round 4 of counting. Bossen Field Park has the fewest number of votes after Round 3, so it's eliminated, and its votes are transferred to the next-ranked candidate (on those voters' ballots).

After votes are redistributed, **Webber Park has enough votes to reach the threshold of 50% + 1 of the total votes.** This makes Webber Park the winning candidate.



Election Results

Results will be reported on the Secretary of State’s website, www.mnvotes.org, as they become available on election night. The site will report the number of votes cast for each candidate at each ranking.

After the polls close, candidates who reach the required threshold to be elected based on first-choice votes are declared unofficial winners. Races in which it is not possible to determine winners from the first-choice rankings will proceed to round-by-round RCV tabulation the day after Election Day.

Election Night winners

On election night, the number of first-choice votes for each candidate and the total number of ballots cast will be posted on vote.minneapolismn.gov. In a single-seat race, if any candidate receives first-choice votes on more than 50% of the ballots cast, that candidate is declared the unofficial winner. In multiple-seat races, unofficial winners will be declared if enough candidates have met or surpassed the maximum possible threshold to fill all seats for the office. Results will be posted as they become available.

Round-by-round tabulation

The races in which the first-choice rankings cannot determine the winner(s) on election night will proceed to round-by-round RCV tabulation beginning the day after Election Day.

RCV Tabulation

1. We count each candidate’s current vote total and then eliminate the candidates with no mathematical possibility of winning. This includes the candidate with the lowest number of first-choice rankings.
2. We transfer votes from the eliminated candidates to the next-ranked candidate on those ballots. Votes are then re-tallied.
 - *For multiple-seat offices only:* When a candidate reaches the required threshold, they are elected. If necessary, we proportionately distribute that candidate’s surplus votes to the next-ranked candidates on their ballots.
3. We repeat the RCV tabulation process until:
 - The required number of candidates to be elected reach the threshold and win.
 - The number of remaining candidates equals the number of candidates to be elected, and they win.

Type of election	Minneapolis Offices	Threshold Calculation
One candidate elected	Mayor City Council Park & Recreation Board districts	50% + 1 of all ballots cast in the race
Two candidates elected	Board of Estimate & Taxation	33⅓% + 1 of all ballots cast in the race
Three candidates elected	Park & Recreation Board At-Large	25% + 1 of all ballots cast in the race

Races requiring tabulation after Election Day will be tabulated in ballot order: Mayor, City Council, Board of Estimate & Taxation, Park & Recreation Board At-Large, and Park & Recreation Board districts. The tabulation order of City Council and Park Board district races will be determined by random drawing ahead of Election Day. Round-by-round results, including the vote transfers made in each round, will be posted at vote.minneapolismn.gov as they become available. The availability of results for each race will be announced on the Elections & Voter Services Twitter feed, [@VoteMpls](https://twitter.com/VoteMpls).

All results are unofficial until they are certified by the City Canvassing Board.

Definitions

Ballots cast

The total number of voters in the election, including ballots with undervotes (no selection at any ranking) and overvotes (more than one selection at a ranking).

Maximum possible threshold – used on election night

The number of votes sufficient for a candidate to be elected based only on each ballot's first-choice ranking. The maximum possible threshold is calculated by the following formula:

$$\frac{\textit{Ballots cast in the district}}{\textit{seats to fill} + 1} + 1, \textit{ fractions disregarded}$$

Votes cast

The number of votes for candidates and write-in candidates made in an election. The total number of votes cast in an election does not include the undervotes (the voter did not vote in the race), overvotes (the voter selected more candidates than allowed), or any other ballot on which it is not possible to determine voter intent.

Threshold – used in tabulation of offices with no election night winners

The number of votes sufficient for a candidate to be elected. The threshold is calculated by the following formula:

$$\frac{\textit{Votes cast for the office}}{\textit{seats to fill} + 1} + 1, \textit{ fractions disregarded}$$

Surplus votes

The total number of votes cast for an elected multiple-seat candidate in excess of the threshold.

Your City. Your Vote.

How to complete a ranked choice ballot.

1	2	3	3rd Choice
Select One	If any, must be different from your 1 st choice	3	If any, must be different from your 1 st and 2 nd choices
<input type="radio"/> WEBBER PARK Parks Party <input checked="" type="radio"/> BELTRAMI PARK Parks United <input type="radio"/> LOWRY PARK Parks United <input type="radio"/> POWDERHORN PARK Parks Party	<input checked="" type="radio"/> WEBBER PARK Parks Party <input type="radio"/> BELTRAMI PARK Parks United <input type="radio"/> LOWRY PARK Parks United <input type="radio"/> POWDERHORN PARK Parks Party	<input type="radio"/> WEBBER PARK Parks Party <input type="radio"/> BELTRAMI PARK Parks United <input type="radio"/> LOWRY PARK Parks United <input checked="" type="radio"/> POWDERHORN PARK Parks Party	WEBBER PARK Parks Party BELTRAMI PARK Parks United LOWRY PARK Parks United POWDERHORN PARK Parks Party



STEP 1:

Choose your top candidate. This is your 1st choice candidate and will be the vote that is considered first.



STEP 2:

If you have a 2nd choice (not required), you may select another candidate. This must be different from your 1st choice candidate.

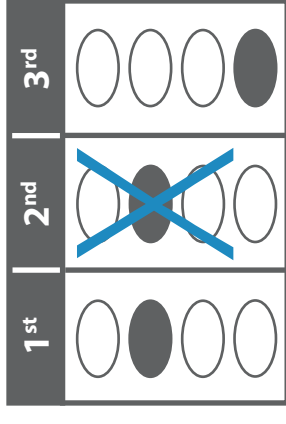


STEP 3:

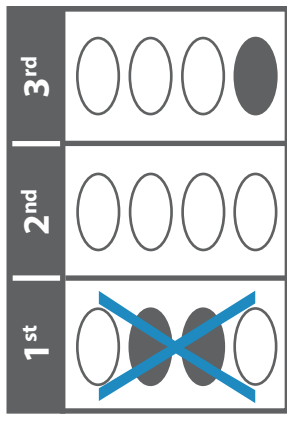
If you have a 3rd choice (not required), you may choose another selection. This must be different from your 1st and 2nd choices.

QUESTIONS? Ask a poll worker for more information on how to complete your ranked choice ballot.

BALLOT ERRORS



Do not choose the same candidate more than once.



Do not choose more than one candidate in the same box.

How votes are counted:

All 1st choice votes are counted. If no candidate has the required number of votes to win, candidates that have the fewest votes are eliminated. This process continues until a candidate has enough votes to win. Election officials only use your 2nd or 3rd choice if your 1st choice has already been eliminated.

Section 4:

Campaign Activities Reminders

SUMMARY:

- **Campaign Sign Regulations and Enforcement**
Rules that govern campaign sign sizes, content, location, and posting period.
- **2022 Minnesota Department of Transportation Letter**
Information on signs along trunk highways.
- **2020 Automatic Dialing-Announcing Device Law**
Memo from the Minnesota Attorney General's Office on the law.
- **Campaigning in Multiple Unit Dwellings**
Rules governing campaign practices in multiple unit buildings.
- **Minneapolis Public Housing Authority Letter**
Campaign procedures for Minneapolis Public Housing Authority apartment buildings.
- **Campaign Cybersecurity Memo**
Memo outlining cybersecurity resources for campaigns



Campaign Sign Regulations and Enforcement

Minneapolis has an ordinance restricting the placement of noncommercial lawn signs, allowing a two (2) sq. ft. sign on a typical residential property. Additional noncommercial signage is allowed from August 1 until 10 days following the General Election in any size and number (Minneapolis Ordinance 543.310). This ordinance is overruled in state and federal election years.

Further questions regarding these matters should be directed to Minneapolis 311.



2023 Campaign Sign Information

Topic	Regulated By	Contact for Complaint
Content of a sign	M.S. 211B	Office of Administrative Hearings: <ul style="list-style-type: none"> 651-361-7837 Select “Fair Campaign Practices” at www.mn.gov/oah/
Signs in CITY streets and/or right of ways, on city boulevards, on boulevard trees, or on utility poles	Minneapolis Ordinance 543.310	Minneapolis 311: <ul style="list-style-type: none"> Minneapolis 311 or 612-673-3000 Minneapolis311@minneapolismn.gov, Add “Campaign Sign Complaint” to the subject line
Signs in STATE or FEDERAL streets and/or right of ways	M.S. 173.15 and M.S. 160.27	Minnesota Department of Transportation Metropolitan District Office: <ul style="list-style-type: none"> 651-234-7500, ask for “Permits”
Signs on CORPORATE property	M.S. 211B.15 A Panel of the Office of Administrative Hearings ruled M.S. 211B.11 applies only to public property, and not to private property	Office of Administrative Hearings: <ul style="list-style-type: none"> 651-361-7837 Select “Fair Campaign Practices” at www.mn.gov/oah/
Size, placement, or height of placement of signs	Minneapolis Ordinance 543.310	Minneapolis 311: <ul style="list-style-type: none"> Minneapolis 311 or 612-673-3000 Minneapolis311@minneapolismn.gov, Add “Campaign Sign Complaint” to the subject line
Quantity of signs in a state general election year beginning 46 days before the state primary until 10 days after the general election	M.S. 211B.045	Minneapolis 311: <ul style="list-style-type: none"> Minneapolis 311 or 612-673-3000 Minneapolis311@minneapolismn.gov, Add “Campaign Sign Complaint” to the subject line
On Election Day: <ul style="list-style-type: none"> Signs on public property within 100 feet of a building that is a polling place On the public property of a building that is a polling place (park, school, library, public housing) 	M.S. 211B.045 A Panel of the Office of Administrative Hearings ruled MS 211B.11 applies only to public property, and not to private property.	Minneapolis 311: <ul style="list-style-type: none"> Minneapolis 311 or 612-673-3000 Minneapolis311@minneapolismn.gov, Add “Campaign Sign Complaint” to the subject line

Signs up past 10 days of an election including the candidate's name	Minneapolis Ordinance 543.380 and M.S. 211B.045	Minneapolis 311 <ul style="list-style-type: none">• Minneapolis 311 or 612-673-3000• Minneapolis311@minneapolismn.gov, Add "Campaign Sign Complaint" to the subject line
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RE: Placement of Signs along Trunk Highways

CANDIDATES FOR PUBLIC OFFICE:

The Minnesota Department of Transportation reminds members of the public that placing signs, including campaign signs, within trunk highway right of way is prohibited. State law ([Minn. Stat. 160.2715](#)) prohibits the placement, painting, printing or affixing of advertisements or any object within the limits of a trunk highway, which includes driving lanes, inside and outside shoulders, ditches, sight corners at intersections and the area above and below the highway. The trunk highway system includes state, U.S. and interstate highways in Minnesota.

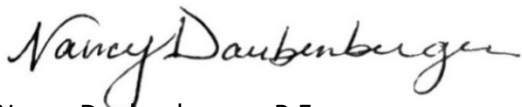
In addition, the Minnesota Outdoor Advertising Control Act ([Minn. Stat. 173.15](#)), which applies to land next to trunk highway right of way, prohibits the placement of advertising devices on private land without the consent of the owner or occupant; on trees, shrubs, or public utility poles; or by painting on rocks or natural features.

These laws protect the safety of both the traveling public and those who would place signs. They ensure that Minnesota complies with federal highway beautification laws. Right of way is used for a variety of purposes, including providing a safe place for vehicles that leave travel lanes, snow storage, location of public utilities, drainage of excess water away from roads, vegetation growth for aesthetics and erosion control and even pollinator habitat. Unauthorized signs and people stopping to place signs within the limits of the highway can create a safety hazard and compromise these functions.

County, city and township employees administer applicable laws on roads under their jurisdiction. MnDOT is responsible for the trunk highway system. Please contact local MnDOT offices for assistance when placing signs where trunk highway right of way cannot be clearly identified. Please ensure that those who place signs on your behalf are familiar with the law. Illegally placed signs will be removed by MnDOT employees and temporarily stored; please contact [local MnDOT district offices](#) promptly to retrieve signs that have been removed.

Thank you for your cooperation.

Respectfully,



Nancy Daubenberger, P.E.
Interim Commissioner

TO: Candidates, Political Campaigns, Political Parties, Political Committees and Other Interested Persons

FROM: Minnesota Attorney General's Office

DATE: April 27, 2020

RE: Minnesota's Automatic Dialing-Announcing Device Law

This memorandum is to provide guidance to candidates, political campaigns, political parties, political committees, and others concerning Minnesota's automatic dialing-announcing device law. It is similar to memoranda first issued by the Minnesota Attorney General's Office ("AGO") in 2004.

Minnesota's ADAD Law

A copy of Minnesota's automatic dialing-announcing device law, which is contained at Minn. Stat. §§ 325E.26-.31, is attached.

The law provides as follows:

A caller shall not use or connect to a telephone line an automatic dialing-announcing device unless: (1) the subscriber has knowingly or voluntarily requested, consented to, permitted, or authorized receipt of the message; or (2) the message is immediately preceded by a live operator who obtains the subscriber's consent before the message is delivered.

Minn. Stat. § 325E.27(a) (2018). An "automatic dialing-announcing device," or "ADAD," is defined as "a device that selects and dials telephone numbers and that, working alone or in conjunction with other equipment, disseminates a prerecorded or synthesized voice message to the telephone number called." *Id.* § 325E.26, subd. 2. "Caller" includes "a person, corporation, firm, partnership, association, or legal or commercial entity who attempts to contact, or who contacts, a subscriber in this state by using a telephone or a telephone line." *Id.*, subd. 3. "Subscriber" is defined as "a person who has subscribed to telephone service from a telephone company or the other persons living or residing with the subscribing person." *Id.*, subd. 5.

The ADAD law does not apply to "messages to subscribers with whom the caller has a current business or personal relationship." *Id.* § 325E.27.

The attached law also contains other provisions relating to the use of ADADs in Minnesota. For example, all ADADs (to the extent their use is not prohibited) must be designed and operated to disconnect within ten (10) seconds after termination of the telephone call by the subscriber. *Id.* § 325E.28. ADADs may not be used before 9:00 a.m. or after 9:00 p.m. *Id.* § 325E.30. In addition, where an ADAD message is immediately preceded by a live operator, the operator must make certain disclosures to the subscriber. *See Id.* § 325E.29.

The constitutionality of the ADAD statute has been upheld by the Minnesota Supreme Court and the Eighth Circuit Court of Appeals. *See Gresham v. Swanson*, 866 F.3d 853, 856

(8th Cir. 2017) (upholding constitutionality of ADAD statute in challenge by telephone-solicitation firm and its managing member); *Van Bergen v. State*, 59 F.3d 1541, 1556 (8th Cir. 1995) (upholding constitutionality of ADAD statute in challenge by political candidate); *State v. Casino Mktg. Group, Inc.*, 491 N.W.2d 882, 891-92 (Minn. 1992) (upholding constitutionality of ADAD statute in challenge by telephone-solicitation firm).

Enforcement of the ADAD Law

The AGO is authorized to enforce the ADAD law and seek a court order to enjoin violations of it. *See, e.g.*, Minn. Stat. §§ 8.31, 325E.31. This Office generally intends to follow the following policy:

Upon receiving a verified and substantiated complaint that the above statute has been violated, the AGO will promptly contact the campaign that had allegedly violated the law and advise it of the alleged ADAD violations. Upon thereafter receiving verified and substantiated complaints from at least three or more individuals involving an identified committee, the AGO may ask the committee to sign an Assurance of Discontinuance. If the committee does not do so promptly, the AGO may file a lawsuit and seek a temporary restraining order to enjoin further violations of the law.

In order for a complaint to be verified and substantiated, the complainant must sign an affidavit that documents the following:

- 1) The date and time the subscriber received the ADAD message;
- 2) Where available (i.e., when left on an answering machine), a recording of the text of the message;
- 3) Substantiation of the identity of the caller;
- 4) A statement that the subscriber (which includes persons living or residing with the subscriber) did not knowingly or voluntarily request, consent to, permit, or authorize receipt of the message;
- 5) A statement that the message was not immediately preceded by a live operator who obtained the subscriber's consent (or the consent of a person living or residing with the subscriber) before the message was delivered; and
- 6) A statement that the subscriber (which includes other persons living or residing with the subscriber) does not have a current business or personal relationship with the caller.

The policy adopted in 2004 required at least three signed affidavits to balance the legitimate enforcement of the statute with "the potential for mischief by political opponents." The AGO intends to continue the same general policy in 2020.

Attachment

Campaigning in Multiple Unit Dwellings

211B.20 DENIAL OF ACCESS BY POLITICAL CANDIDATES TO MULTIPLE UNIT DWELLINGS.

Subdivision 1. Prohibition.

(a) It is unlawful for a person, either directly or indirectly, to deny access to an apartment house, dormitory, nursing home, manufactured home park, other multiple-unit facility used as a residence, or an area in which two or more single-family dwellings are located on private roadways to a candidate who has:

- (1) organized a campaign committee under applicable federal or state law;
- (2) filed a financial report as required by section 211A.02; or
- (3) filed an affidavit of candidacy for elected office.

A candidate granted access under this section must be allowed to be accompanied by campaign volunteers.

(b) Access to a facility or area is only required if it is located within the district or territory that will be represented by the office to which the candidate seeks election, and the candidate and any accompanying campaign volunteers seek access exclusively for the purpose of campaigning for a candidate or registering voters. The candidate must be seeking election to office at the next general or special election to be held for that office.

(c) A candidate and any accompanying campaign volunteers granted access under this section must be permitted to knock on the doors of individual units to speak with residents, and to leave campaign materials for residents at their doors, except that the manager of a nursing home may direct that the campaign materials be left at a central location within the facility. The campaign materials must be left in an orderly manner.

(d) If a facility or area contains multiple buildings, a candidate and accompanying volunteers must be permitted to access more than one building on a single visit, but access is limited to only one building at a time. If multiple candidates are traveling together, each candidate and that candidate's accompanying volunteers is limited to one building at a time, but all of the candidates and accompanying volunteers traveling together must not be restricted to accessing the same building at the same time.

(e) A violation of this section is a petty misdemeanor.

Subdivision 2. Exceptions. Subdivision 1 does not prohibit:

- (1) denial of admittance into a particular apartment, room, manufactured home, or personal residential unit;
- (2) requiring reasonable and proper identification as a necessary prerequisite to admission to a multiple unit dwelling;
- (3) in the case of a nursing home or a registered housing with services establishment providing assisted living services meeting the requirements of section 144G.03, subdivision 2, denial of permission to visit certain persons for valid health reasons;
- (4) limiting visits by candidates or volunteers accompanied by the candidate to a reasonable number of persons or reasonable hours;
- (5) requiring a prior appointment to gain access to the facility; or
- (6) denial of admittance to or expulsion from a multiple unit dwelling for good cause.



Procedures for Political Solicitation in Minneapolis Public Housing Authority Apartment Buildings for 2023 Election

General Election: Tuesday, November 7, 2023

This document explains Minneapolis Public Housing Authority's (MPHA) procedures for political solicitation in MPHA apartment buildings for the 2023 election. This procedure complies with Minnesota State law and MPHA staff will enforce it. A candidate who has filed for election to a public office and representatives who are with the candidate are permitted on the premises for the purpose of campaigning door to door and distributing campaign literature door to door. The number of persons and the visits shall be reasonable.

To gain access to a MPHA building after business hours, the candidate and/or the candidate's representative must contact the MPHA Low Income Public Housing Department, at 612-342-1225. Also, all candidates and their representatives shall have reasonable and proper identification to enter the premises. Candidates and their representatives shall not request admittance to tenant units.

Signs of a political nature may not be posted on or within any community space or grounds. However, tenants may post signs in their unit windows, subject to the following guidelines:

- Signs may be posted
 - ✓ must be removed by November 17, 2023 – 10 days after general election.
- Signs from window to window or between apartments are not permitted.
- Signs may not cover more than 15% of the total glass area in the room.

Political gatherings are permitted if non-restrictive in nature and are open to all tenants and their guests. If resident organizations invite a candidate for a certain elected office to attend a meeting, they are encouraged to give all candidates for the same office the opportunity to attend. This is especially true, if controversial issues will be discussed. If you have any questions, please contact the Coordinator of Low Income Public Housing at 612-342-1225.



STATE OF MINNESOTA
Office of Minnesota Secretary of State
Steve Simon

February 25, 2022

To: All Candidates Filing for Office
Subject: Campaign Cybersecurity

Cybersecurity is an important part of voters' confidence in our democracy. In response to the growing emphasis on secure elections, the Office of the Secretary of State suggests consulting the following free resources and encourages candidates and their campaigns to consider their recommendations:

The U.S. Department of Homeland Security offers a cybersecurity checklist for political campaigns:

https://www.cisa.gov/sites/default/files/publications/dhs_campaign_checklist_final_october.pdf

The FBI has produced the "Protected Voices" series of short videos for political campaigns on the subject of cybersecurity: <https://www.fbi.gov/investigate/counterintelligence/foreign-influence/protected-voices>

Researchers at Harvard University, in collaboration with bipartisan campaign professionals, national security experts, and leaders in cybersecurity from the public and private sector, created the Campaign Cybersecurity Playbook as a practical guide for candidates. <https://www.belfercenter.org/CyberPlaybook>

Finally, Meta Inc. has established Facebook Protect, a program for political candidates and their staffers to apply an extra level of security to their accounts:

<https://www.facebook.com/gpa/facebook-protect>

Section 5:

Early Voting and Election Day Reminders

SUMMARY:

- **Polling Place Procedures and Conduct**
Summary of who can enter polling places and what activities may occur in them.
- **Challengers in the Polls**
Guidelines on the specific role challengers play in the polling place.
- **Voter Accepted Absentee Ballot List Request Procedures and Form**
Instructions on how to request this information and the necessary form.
- **Voter and Campaign Violation Process**
Overview of different types of violations and procedures to investigate.



Polling Place Procedures and Conduct

Early Vote Centers and Election Day polling places are the same, so all regulations apply to both.

Who can be in or near a polling place (M.S. 204C.06)

Individuals cannot be in or near the polling place unless authorized to be there. In addition to election officials and voters, these people are:

1. Someone that a voter has requested assistance from
See rules below
2. Minor children accompanying their parents
3. Vouchers
4. Observers
With written authorization from the Office of the Secretary of State, Hennepin County Auditor, Minneapolis City Clerk, or Minneapolis Elections & Voter Services
5. Peace officers or Sergeant-at-arms
If requested by election officials to keep order
6. Challengers
See the expanded section on this
7. Teachers and students
If participating in a mock election authorized by the Secretary of State
8. Someone making a written complaint
9. Exit pollsters
Can be within 100 feet of the building, but not in the room where people vote
10. Media
11. Service animals

Rules for assisting voters (M.S. 204C.15)

Voter assistance includes physical assistance, language interpretation, and physically marking a ballot at the voter's direction. Voters can get help from election judges or any person of their choice. The only individuals who may not assist a voter are the voter's employer or an officer/agent of the voter's union.

1. Assistants must come with the voter, remain with them, and leave when finished
2. Assistants can only assist at the voter's request
3. Assistants cannot influence how they vote
4. Assistants cannot reveal how the person voted to anyone

Prohibited Polling Place Activities (M.S. 204C.06, M.S. 211B.11)

1. May not gather/linger in the polling place or within 100 feet of the building
2. May not discuss candidates or issues. This includes voters waiting in line and election judges.
3. May not campaign in the polling place or within 100 feet of the building.
4. May not wear or display political or campaign materials that relate to candidates, ballot questions, or political parties on the ballot. This includes vehicles parking within the 100 feet boundary for curbside voting or transport for a voter.
5. May not take official ballots or election materials from the polling place
6. Cannot be intoxicated or have liquor in the polling place
7. May not engage in disorderly conduct
8. May not smoke

Challengers in the Polls

Types of Challengers

An election judge, an eligible voter in the voting precinct, or an appointed challenger may challenge someone's eligibility to vote based on personal knowledge. Appointed challengers include:

- **Partisan appointments** – major political parties can appoint voters who are residents of Minnesota from that party to act as challengers.
- **Nonpartisan appointments** – Nonpartisan candidates can appoint voters who are residents of Minnesota to act as challengers at the polling place for each precinct.
- **Ballot question appointments** – Upon receiving a written petition signed by at least 25 eligible voters, the mayor of a city, the school board of a school district, or the board of supervisors of a town may appoint one voter who is a resident of Minnesota for each precinct.

There may only be one challenger per political party, candidate, and ballot question present at a time at a polling place.

Challengers are not allowed in absentee voting locations (Early Vote Center) as per 2020 guidance from Hennepin County Elections. Challengers may obtain the public accepted absentee ballot list in order to issue a challenge of an absentee voter.

Challenger's role

Your role, as defined by Minnesota Statutes 204C.07, is to challenge a voter's eligibility who you personally know isn't eligible to vote there. Suspicion is not a basis for making a challenge.

Please be aware that the State of Minnesota does not allow poll watchers to be present in the polling place. For this reason, you are not authorized to involve yourself in other aspects of the voting process.

Abuse of the right to challenge voters constitutes a gross misdemeanor.

When you arrive

- **Show the head judge your appointment letter.**
Appointments must be made in writing by a political party or a nonpartisan candidate.
- **Prove your Minnesota residence.**
You must show one of the proofs of residence accepted for Election Day registration. You only need to prove you live in Minnesota; you do not need to live in the precinct.
- **Ask where you can be stationed for the day.**
Your head judge should provide a chair in view of the poll book station but out of the way of voters. Please remain at your station during the day.

Prohibited activity

- **Do not involve yourself with any other part of the voting process.**
Your only legally permissible role is to challenge a voter's eligibility based on personal knowledge.

- **Do not speak to voters.**
Direct all conversation through the head judge.
- **Do not wander or observe other areas of the polling place.**
This includes taking photos or videos anywhere inside.
- **Do not handle or inspect poll books, ballots, or other polling place materials.**
- **Do not compile a list of voters.**

Ejection for failure to comply

The head judge may eject you for failure to comply with these legal requirements after being asked to stop any prohibited activity. A violation of this law is a gross misdemeanor.

How to make a challenge

- **Alert the head judge. Do not speak to the voter.**
- **Complete the Oath of Challenge to Voter’s Eligibility Form.**
You must document your challenge on this form, sign it, and give it back to the head judge.
- **The head judge will have the challenged voter swear or affirm an oath.**
“Do you solemnly swear (or affirm) that you will fully and truly answer all questions put to you concerning your eligibility to vote in this election?”
- **The head judge will then question the voter.**
The head judge will ask what is needed to address the reason for the challenge. Examples may be:
 - What is your full name?
 - What is your residential address?
 - Are you at least 18 years of age?
 - Are you a citizen of the United States?
 - Are you under court-ordered guardianship in which the court order revokes your right to vote; or found by a court to be legally incompetent?
 - Are you currently incarcerated for a conviction of a felony offense?
- **If the voter is eligible**
If the voter’s answers show that they are eligible to vote in the precinct, they can vote. They are not required to present documentation to overcome the challenge.
- **If the voter is not eligible**
If a voter’s answer indicates they are not eligible, refuses to answer questions, or refuses to sign the signature certificate, the head judge must inform them that they cannot vote now or later in the day.

Sample Appointment Letter - Show letter to the Head Election Judge in each precinct you visit.

CHALLENGER LETTER

Election Date: _____

To Election Judges, City of Minneapolis:

_____ is authorized to represent

_____, **(candidate for office)**

_____, at this polling place.

When I seek admission to the polling place to serve as a Challenger, I will

- show this letter to the Head Election Judge and
- prove that I am a resident of the State of Minnesota using one of the documents allowed for Election Day registration.

I understand I am not to handle or inspect registration applications, files, or lists, or prepare in any manner any list of individuals who have or have not voted, or attempt to influence voting in any manner, or converse with a voter except to determine, in the presence of an election judge whether the voter is eligible to vote in the precinct. *(MS204C.07 Subd. 4)*

I shall complete a form for each challenge that I make to a voter's eligibility.
(MS204C.12 Subd. 2)

I also understand that I shall not touch or interfere with ballots during the counting process at 8:00 p.m.
(MS204C.19 Subd. 1)

Signature of Challenger

Challenger's Minnesota Address

Challenge's Phone Number

Signature of Chair representing a major political party
or Signature of Candidate for Nonpartisan office

Phone number of Chair or Candidate

Date

Voter Accepted Absentee Ballot List Request Procedures

Pursuant to Minnesota Statutes 203B.12 and 201.091, individuals may request a copy of the accepted absentee ballot voter list. This list may not be used for purposes that do not directly relate to the election, political activities, or law enforcement.

Requests for this list must be made to Minneapolis Elections & Voter Services by completing the “Voter Accepted Absentee Ballot List Request” form and returning it one of three ways:

1. Scan and email to Jon Martin at Jon.Martin@minneapolismn.gov
2. Return in person at the Elections & Voter Services Building located at 980 E Hennepin Ave. Please enter through the door on the left marked “Administration and Election Judge Training”
3. Fax to 612-673-2756

Once requested, the accepted absentee ballot voter list report will be produced by the division on a weekly basis unless otherwise requested. The report will come in a comma-delimited text format which can be opened in most spreadsheet and database programs. Users are responsible for having the necessary software and technical knowledge to access this data. This report will be current as of the time it is run.

Minneapolis is only able to produce this list for Municipal and Special School District #1 elections. Any other requests for accepted absentee ballot voter lists must be made to Hennepin County Elections and/or the Minnesota Secretary of State.



Voter Accepted Absentee Ballot and Registered Voter List Request

To the City of Minneapolis Election & Voter Services, Attn: Voter Accepted Absentee Ballot and Registered Voter List Request

In accordance with Minnesota Statute 203B.12, I hereby request the Accepted Absentee Ballot and Registered Voter list for:

Choose a geographic area for your report:

City-Wide

Ward: _____ **Precinct:** _____

Purpose: _____

My Information:

Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Email: _____

I certify that I am a registered voter in Minnesota. Any information obtained will **not** be used for purposes unrelated to elections, political activities, or law enforcement per Minnesota Statute 201.091.

Date

Signature

Office use only:

<i>Date received</i>	<i>Date processed</i>	<i>Initials</i>	<i>Email sent to. (please attach the email)</i>
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To: Candidates
From: Casey Carl, Minneapolis City Clerk
Date: May 5, 2020
Re: Voter and Campaign Violation Process

1. Introduction

The City of Minneapolis takes potential voter and campaign violations seriously. When there are potential voter or campaign violations, the City will take appropriate action under law. This memo provides information on appropriate actions and processes related to potential voter or campaign violations.

2. Potential Voter Violations

Non-Exclusive List of Statutory Voter Violations:

Some potential voter violation laws include, but are not limited to:

- Voting when the voter knows the voter is not eligible to vote (MS § 201.014)
Examples:
Voting when
 - not 18 years of age or older.
 - not a citizen of the United States.
 - the voter hasn't maintained residence in Minnesota for 20 days immediately preceding the election.
 - a court order would prohibit voting.
 - incarcerated for a felony conviction.
- Voting in the precinct in which the voter does not maintain residence (MS § 201.016, subd. 1)
Examples:
 - Voting in a precinct when the voter lives in a different precinct.
 - Voting in a precinct when the voter lives in a different city.
- Various voter registration prohibitions (MS § 201.018 and § 201.054)
Examples:
 - Registering or attempting to register to vote when not eligible to vote.
 - Registering or attempting to register to vote in more than one precinct.
 - Misrepresenting one's identity when attempting to register to vote.
 - Aiding or counseling others to do what is prohibited in the examples above.

- Certification of mark of registered voter when the person certifying is not registered in the voter's precinct (MS § 201.056)
Examples:
 - When a voter makes a mark (instead of a signature) on a registration application, the individual certifying the mark is not registered to vote in the same precinct as the voter.

- Electronically submitting a voter registration application on behalf of another (MS § 201.061)
Examples:
 - An individual who is working for a candidate's campaign submits an online voter registration application on behalf of another person.
 - An individual submits an online voter registration on behalf of their spouse.

- Violation of voter registration application and early voting application certification requirements (MS § 201.071 and §203B.081)
Examples:

An individual certifying on a voter registration or early voting voter application that

 - the individual will be at least 18 years old on election day, when that is not true.
 - the individual is a U.S. citizen, when that is not true.
 - the individual resides at a listed address, when that is not true.
 - there is no court order which would make them ineligible to vote, when that is not true.
 - they are not currently incarcerated for a conviction of a felony offense

- Absentee ballot application prohibitions (MS § 203B.03)
Examples:
 - Making any false or untrue statement on an absentee ballot application.
 - Soliciting the vote of an absentee voter while the voter is voting.
 - Altering an absentee ballot application after it has been signed by the voter.

- Agent delivery of absentee ballots prohibitions (MS § 203B.08)
Examples:
 - An agent tampering with the ballot that the agent is delivering.
 - An agent not immediately mailing or delivering the completed ballot.

- Unlawful voting, including misrepresentation of identity, voting more than once, and assisting or counseling others to vote illegally (MS § 204C.14)
Examples:
 - Misrepresenting the individual's identity when applying for a ballot or voting.
 - Voting more than once at the same election.
 - Aiding or counseling another to vote in a precinct when the other individual is not eligible to vote in that precinct.

- Mismarking ballot of others and disclosure of how ballot of another was marked (MS § 204C.16)
Examples:
 - An individual who is legally assisting a voter to mark their ballot marks the ballot different than requested by the voter.
 - An individual who is legally assisting a voter to mark their ballot tells another how the voter had voted.

- Voter shall not reveal in a polling place the candidate for whom the voter intends to vote or has voted (MS § 204C.17)

Examples:

- While waiting in line in a polling place, a voter tells a neighbor that the voter is going to vote for a specific candidate.
- After voting, a voter tells a friend in the polling place that the voter voted for a specific candidate.
- A voter shows their marked ballot to a friend in the polling place, when the friend has not assisted the voter in voting.

Process for Potential Voter Violations:

Minnesota Statutes Sections 201.27 and 201.275 provide required reporting, investigation, and prosecutorial requirements related to potential voter violations. The City of Minneapolis complies with those statutes and other applicable election laws.

Generally, the process related to potential voter violations includes the following:

Role of the City of Minneapolis:

- The City of Minneapolis Elections & Voter Services has a process for its election administrators and election judges to document potential voter violations.
- If the Minneapolis City Clerk has knowledge or reason to believe that a violation of Minnesota Statutes, Chapter 201 has occurred, the Minneapolis City Clerk is required to immediately report this knowledge or belief, along with any evidence of the alleged violation, to the Hennepin County Attorney's Office and the Minnesota Secretary of State. The City of Minneapolis may also notify the Minneapolis Police Department of the alleged violation.

Role of the Hennepin County Attorney:

- Upon receiving an affidavit alleging a violation of Minnesota Statutes, Chapter 201, a county attorney shall promptly forward it to a law enforcement agency with jurisdiction for investigation.
- If there is probable cause for instituting a prosecution, the county attorney shall proceed according to the generally applicable standards regarding the prosecutorial functions and duties of a county attorney, provided that the county attorney is not required to proceed with the prosecution if the complainant withdraws the allegation.

Role of the Minneapolis Police Department:

- If the Minneapolis Police Department is notified by affidavit of an alleged violation of Minnesota Statutes, Chapter 201, the Minneapolis Police Department shall promptly investigate the alleged violation.

3. Potential Campaign Violations

Candidates are provided a Candidate Information Packet upon filing an Affidavit of Candidacy. The Candidate Information Packet contains information on campaign laws specific to the year in which a candidate files an Affidavit of Candidacy. Candidates are urged to read those packets and understand the requirements and limitations of campaign laws. The Candidate Information Packet will also be accessible, along with other important election information, on the City of Minneapolis Elections & Voter Services Candidate Resources webpage: <http://vote.minneapolismn.gov/candidates/>

The Candidate Information Packet includes the Office of the Minnesota Secretary of State's 2022 State of Minnesota Campaign Manual. The Campaign Manual can also be found at the Minnesota Secretary of State's website at: <https://www.sos.state.mn.us/media/4908/minnesota-campaign-manual.pdf> State law requires the Secretary of State to publish an easily understandable annotated digest of fair campaign practices. The digest includes Chapters 211A and 211B of the Minnesota Statutes.

A complaint alleging a violation of Minnesota Statutes, Chapter 211A or 211B must be filed with the State of Minnesota Office of Administrative Hearings (OAH). These complaints may be heard by a panel of three Administrative Law Judges. The panel may dismiss the matter, issue a reprimand, impose a civil penalty of up to \$5,000 and/or refer the complaint to a county attorney for criminal proceedings. Further information on the OAH process can be found on the OAH Fair Campaign Practices webpage: <https://mn.gov/oah/self-help/administrative-law-overview/fair-campaign.jsp>

Some potential violations of Minnesota Statutes, Chapter 211A include but are not limited to:

- Candidate intentionally fails to file a financial report required or to certify that a report has been filed. (MS § 211A.05)
- A treasurer or other individual who receives money for a committee doesn't keep a correct account of the money; or mutilates, defaces, or destroys an account record. A committee that refuses, upon request, to provide financial information to a candidate. (MS § 211A.06)
- Candidate or a candidate's committee accepts aggregate contributions in excess of the amount allowed under statute. (MS § 211A.12)
- Candidate for political subdivision office accepts contributions from the principal campaign committee of a candidate. Candidate for political subdivision office makes contributions to a principal campaign committee, unless the contribution is made from the personal funds of the candidate for political subdivision office. (MS § 211A.13)

Some potential violations of Minnesota Statutes, Chapter 211B include but are not limited to:

- False claims of support or endorsement.
- Not following written campaign material requirements.
- Not following signage requirements.
- Not following political advertisement requirements.
- Undue influence on voters.
- Campaigning in or around polling places.
- Not following requirements for spending money collected for political purposes.

- Offering to give a voter something of monetary value, or to obtain for the voter something of value, to induce the voter to vote in a certain way.

The City of Minneapolis expects candidates to comply with campaign laws. The City of Minneapolis cannot provide legal advice to candidates. However, if the City of Minneapolis receives allegations that a candidate may not be complying with campaign laws, the City of Minneapolis may reach out to the candidate or the campaign manager to bring the alleged violation to their attention and to raise awareness of election and campaign laws. In addition, the City of Minneapolis may refer others to the State of Minnesota Office of Administrative Hearings when applicable and may take other appropriate legal actions to ensure the integrity and fairness of elections.

4. Summation

The City of Minneapolis, including Elections & Voter Services, takes voter and candidate laws seriously. Our goal is to make candidates aware of voter, campaign, and election laws so that everyone can participate in a fair election. If the City of Minneapolis receives allegations of violations of election or campaign laws, the City of Minneapolis may communicate with candidates, or campaign managers, as applicable, to raise their awareness of election and campaign laws. The City of Minneapolis may refer others to the State of Minnesota Office of Administrative Hearings when applicable and may take other appropriate legal actions to ensure the integrity and fairness of elections.

Section 6:

Campaign Finance Law

SUMMARY:

- **Overview**
[NEW] Recent changes and how they affect Minneapolis candidates.
- **Statements of Economic Interest**
Required of all candidates within 14 days of filing as a candidate.
- **How to file Reports**
Welcome to MapLight, a new online service for all campaign finance filings.
- **Campaign Finance FAQ**
Frequently asked questions and answers for campaign finance. For instance: “What are the contribution limits for my campaign?”
- **Minnesota’s Financial Disclosure Law**
Statutes and text that govern campaign finance for Minneapolis races.



Campaign Finance Overview

Please read this entire section.

Since January 1, 2022, Minneapolis candidates are subject to [Minnesota Statutes Chapter 211A](#) and filings are made through this office.

If you submitted reports prior to 2022, you will notice some changes. A few of these include:

- You will submit reports to our office instead of Hennepin County (Note: ballot question committees now file with the State Campaign Finance Board).
- You must start reporting if you raise or spend more than \$750 beginning January 1, 2022. Under the previous chapter of law the threshold was raising or spending more than \$100.
- There is not a separate process to register your campaign. Submitting your first report (generally, the Initial Report) enters you into the campaign finance system.
- The report format and contents are simpler and ask for fewer details.

These reports are public information and are published online promptly after submission. These reports are available online at <https://minneapolis.maplight.com/account/login>.

Reports from January 2022 through early July 2023 are available online at <https://bit.ly/MPLSFinanceView>.

Reports from prior to 2022 are available from Hennepin County and are available on their website.

Changes to Campaign Finance Law:

Candidates no longer file campaign finance paperwork with Hennepin County; everything is filed with Minneapolis Elections & Voter Services.

Submitting Campaign Finance reports

By law, you must report your contributions (in-kind and cash), expenses, and cash-on-hand. You must itemize donations over \$100 and include the name, address, and employer of the person who donated. Go to <https://minneapolis.maplight.com/account/login> for more details on report contents.

Required reports if you raise or spend more than \$750

Report type	Due	Period covered
Initial Report	Within 14 days of raising or spending more than \$750 in a calendar year (starting after January 1, 2022).	Everything to that point.
January 31	Annually on January 31 starting the year after your Initial Report. Required even if your campaign is over or had no activity since the last report. You must complete this annually even after your campaign is over until you qualify to submit a Final Report.	End of the last report through January 26.
Final Report	Shutting down a campaign, once your debts are settled and assets are less than \$100.	End of the last report through 5 days before you submit this report.

Additional reports due if you file for office

Report type	Due	Period covered
Pre-Primary	10 days before the primary election (if no primary, due based on when it would have been held).	End of the last report through 15 days before the primary election.
Pre-General	10 days before the general election.	End of the last report through 15 days before the general election.
Certification of Filing	7 days after the general election.	Certifies you have submitted all reports.
Post-General	30 days after the general election.	End of the last report through 25 days after the general election.
January 31	January 31. You must complete this annually even after your campaign is over until you qualify to submit a Final Report.	End of the last report through January 26.
Final Report	Shutting down a campaign, once your debts are settled and assets are less than \$100.	End of the last report through 5 days before you submit this report.

Statement of Economic Interest

Candidates for school board or municipal office must file a personal financial disclosure with the Minneapolis Elections Office within **14 days** of filing their candidacy. While this information is not listed publicly, it is subject to disclosure under the Government Data Practices Act.

Individuals elected to office will be required to complete an annual report on January 31, and each year in which they remain in office. Those filings ask for the same information, and are handled through the office of the City Clerk.

Completion of this form in a timely manner is a requirement of Minnesota State Statutes 10A.09.

To file, go to <https://minneapolis.maplight.com/account/login>. Full instructions are available there.

Failure to Meet Deadline: Starting 10 days after the deadline, candidates who fail to submit this paperwork will have their name and information submitted to the Minnesota Campaign Finance and Public Disclosure Board for further action. Candidates may then be subject to civil penalties and fines up to \$1,000 (M.S. 10A.09, subd. 7).

We are available to answer any questions about this form or how to submit it. Questions can be sent to SEI@minneapolismn.gov.

Campaign Finance System: Guide for Filers

All filings are now accepted here:
<https://minneapolis.maplight.com/public>.

Get started: Create an Account

Every person who uses the MapLight Campaign Finance System app on behalf of a campaign needs an account. From the public dashboard, you can create an account by clicking on Log In and then **Register**. Enter your individual contact information, create a password, and click **Submit**. Passwords are required to include an uppercase letter, a lower-case letter, a number, and a special character. You will be sent a code to confirm your email address. Enter the code you receive on the next page and click **Submit**.

On the next page, enter your name and an address. This is the home or business information where you would prefer to receive communications from us related to your filings. This will also appear on campaign finance filings.

In the next step you have the option to either **Select Your Campaign Entity** or **Register a New Campaign**. If you are joining a campaign that has already been registered in the MapLight system, choose Select Your Campaign Entity. If your campaign has not yet been registered, choose Register a New Campaign.

Select Your Campaign

Enter the name or part of the name of the campaign in the search box. When you find your campaign, select it from the list. You can select one or more campaigns to join. Click **Submit**. The campaign primary user will be notified of your request to be added to each campaign.

Once your account is created, you can log in. Until your request to join a campaign has been approved, you only have access to your account information, help pages, and the Switch Campaign menu which allows you to register or join other campaigns.

Register a New Campaign

On the campaign creation pages, enter information specific to the campaign. Give your campaign a unique name. Select the office, district (if applicable), and election the candidate is running for.

Candidate Information

If you are the candidate for this campaign, check the box for "I'm a Candidate." This will prefill the candidate information based on your user account information. If you are not the candidate, enter the candidate's name and contact information. This is the home or business information where you would prefer to receive communications from us related to your filings. This will also appear on campaign finance filings.

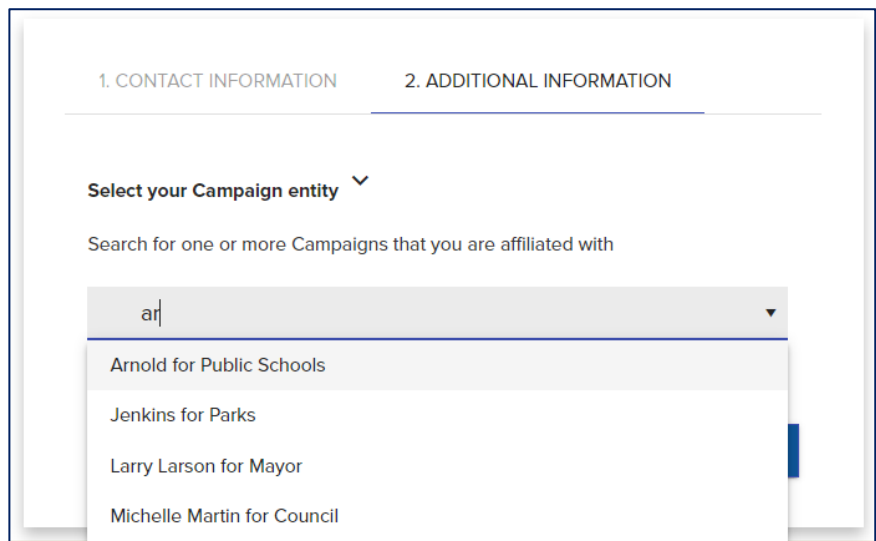


Figure 1 Joining an Existing Campaign

First Name	<i>Enter the first name of the Candidate.</i>
Last Name	<i>Enter the last name of the Candidate.</i>
Address 1	<i>Enter the Candidate's address.</i>
Address 2	<i>Enter additional information about the Candidate's address, such as a suite number.</i>
City	<i>Enter the Candidate's city.</i>
State	<i>Enter the Candidate's state.</i>
Zip Code	<i>Enter the Candidate's zip code.</i>
Campaign Phone	<i>Enter the Candidate's phone number.</i>
Campaign Email	<i>Enter the Candidate's email address.</i>

Tennessen Warning Notice: The information requested on this site is to satisfy the requirements of the disclosure forms provided by the Campaign Finance Board, and to assist in the efficient administration of the site. The information provided will be used to help complete your disclosure forms and allow us to communicate with you about deadlines for required forms and any questions this office may have in the process of collecting these filings. Unless otherwise indicated, this information is required to satisfy the legal requirements for disclosure. The contents of all disclosure filings are a matter of public record. Failure to provide required information may result in penalties under MN Statutes 10A.09 or 211A.05.

Business Information

In the **Next** page, enter in contact information to appear on filings for Statements of Economic Interest. Also enter the occupation and employer for the candidate's Statement of Economic Interest. Click **Next**.

Personal Contact Information

Enter a personal phone number and email address which will reach you after ending the campaign or leaving office. It is important that we are able to reach you to provide reminders and support for required reports. Please note that some reporting requirements happen after the election is over, and after you leave the position which required you to file. So it is important that we are able to reach out after the campaign is over, or after you have left the position which requires you to file SEI. Because of that it is important that you provide email & phone information that is different from your official position. Click **Next**.

The screenshot shows a web form titled "Campaign Account Creation" with four steps: 1. CAMPAIGN INFORMATION, 2. BUSINESS INFORMATION, 3. PERSONAL CONTACT INFORMATION, and 4. ADD OFFICERS. The current step is "Campaign Information".

Campaign Information

- Campaign Name: [Text Input]
- Office Sought: [Dropdown Menu]
- Election Date: [Dropdown Menu]
- I'm a Candidate:

Candidate Information

- First Name: [Text Input]
- Last Name: [Text Input]

Campaign Information

This is the home or business information where you would prefer to receive communications from us related to your filings. This will also appear on campaign finance filings.

- Address 1: [Text Input]
- Address 2: [Text Input]
- City: [Text Input]
- State: [Dropdown Menu]
- Zip Code: [Text Input]
- Campaign Phone: [Text Input with format () - - -]
- Campaign Email: [Text Input]

Figure 2 Campaign Registration

Add Officers

You can add one or more officers to the campaign by entering the person's contact information and clicking **Add Officer**. Officers are invited to work on behalf of the campaign in the Campaign Finance System.

To add a new officer, enter information for that individual.

First Name	<i>Enter the officer's first name.</i>
Last Name	<i>Enter the officer's last name.</i>
Officer Type	<i>Select Officer, Treasurer, or (if not already entered) Candidate.</i>
Address 1	<i>Enter the officer's address.</i>
Address 2	<i>Enter additional information about the officer's address, such as an apartment number (optional).</i>
City	<i>Enter the officer's city.</i>

State	<i>Enter the officer's state.</i>
Zip Code	<i>Enter the officer's zip code.</i>
Email	<i>Enter the officer's email address.</i>
Phone	<i>Enter the officer's phone number.</i>

Click **Save** to add the officer to the campaign. Once you have added all the officers to the campaign, click **Next**. After creating the campaign, you can log in to the Campaign Finance System.

Manage Multiple Filers

Sometimes, a person using the app may be affiliated with more than one campaign.

Switch Campaign

To switch between affiliated filers, log in to your account. Click your profile name in the upper right and click **Switch Campaign**.

On the left-hand side, your affiliated campaigns appear in a list. Select one of your campaigns and its filer information is displayed on the right-hand side. When you have selected the filer that you want to work on, click **Continue**.



Figure 3 Switch Campaign

Register or Join Another Campaign

On the Switch Campaign view you can also register a new campaign or request to join another campaign.

See also [Register a new political campaign](#), [Join a campaign](#)

Messages and Notifications

Filers have an inbox to receive messages and notifications. City staff may send automatic notifications to filers, such as filing deadline reminders. Filers can send a message directly to administrators to communicate about their filings.

View Messages

To view your messages, log in to your account and select **Notifications** from the left-hand menu. Any messages or notifications you've received appear in your active message list with the most recent message at the top.

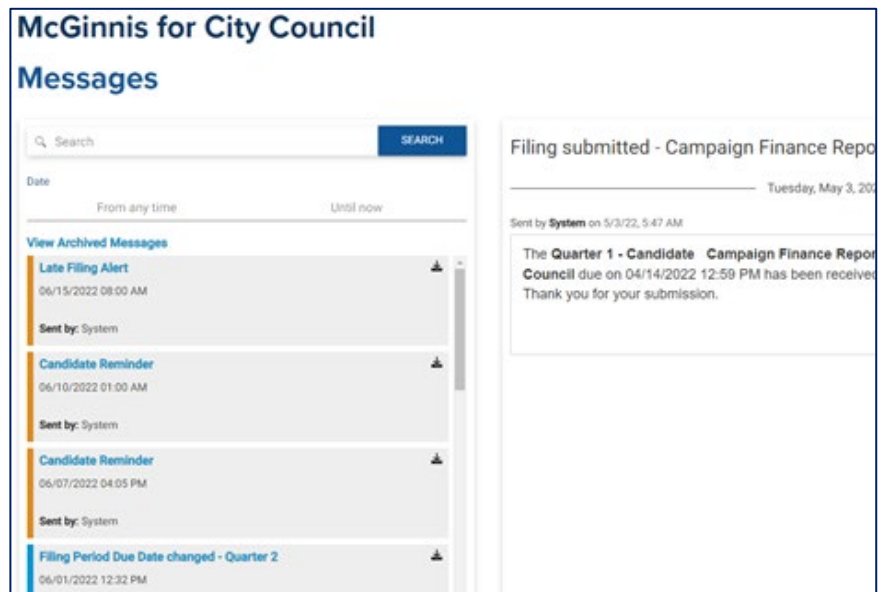


Figure 4 Messages Inbox with a Sample Message Selected

Click a message to view it. Click on the message in the message list a second time to un-select the message. The active message appears on the right side. Any message responses will appear after the message, with the most recent at the bottom of the thread.

Create a New Message

To send a new message to city staff, click **New Message**. Note that you cannot create a new message while an existing message is selected.

Enter the subject of the message, and then write your message. To attach a file, click the icon and choose your file to attach. Click **Send**.

Reply to a Message

To reply to a message, click a message to view it. Click **Add Reply**. Write your message. To attach a file, click the icon and choose your file to attach. Click **Send**.

Archive a Message

To archive a message and remove it from your active message list, click the archive icon in the top right corner of the message in the list. You can access archived messages by clicking **View Archived Messages**.

Search Messages

To search for a message by text in the subject or body of the message, enter a word or phrase in the search box. Click **Search**. To narrow the search, select a start date and/or end date.

Calendar

The calendar displays election-related dates, events, and activities, such as filing deadlines. When logged in, you see important dates for your specific filer type. To view your filing calendar, log in to your account and select **Calendar** from the left-hand menu.

Download My Calendar

To download your filing calendar into your own calendar app, click **Download Calendar**. You can import the .ics file to your own calendar app.

Help & FAQ

To access the Help page in the app, click **Help** in the upper right next to your profile name or Log In button. Choose from several options for help:

- FAQs—Frequently asked questions about filing tasks.
- Laws and Rules—Links to official laws for campaign finance reporting.
- User Manual—Links to PDF documents that describe all pages and functionality of the app for filers.
- Contact Us—Displays contact information for city offices: a phone number, location, and hours.

To send a message to the administrators, complete the form. Click **Send**.

Full Name	<i>Enter your full name.</i>
Email Address	<i>Enter your email address.</i>
Campaign Name	<i>Enter the name of your campaign.</i>
Subject	<i>Enter a brief subject for your message.</i>
Message	<i>Enter your message to administrators.</i>

Campaigns

Amend Campaign Information

The treasurer or candidate of a campaign can amend the Campaign Information on the **Campaign Information** page. Below the campaign information summary, click **Campaign Information** to view the current registration. At the bottom of the page, click **Edit**. Make any changes needed and click **Submit**.

Manage Users

Only a primary user (treasurer or candidate) of a campaign can view, change, and add users to the campaign.

If you are the treasurer, log in to your account and select **Campaign Information** from the left-hand menu.

Role	First Name	Last Name	Username (E-mail)	Actions
Invited				
Officer	Anna	Brewster		Make Treasurer
Officer	Barry	Carson		Make Treasurer
Treasurer	Terry	McGinnis		

Figure 5 Current Users

Below the campaign details, click **Manage Users**. A list of current campaign members appears in a grid.

Current Users

Role	<i>Indicates the type of role the user holds on the campaign.</i>
First Name	<i>Indicates the user's first name.</i>
Last Name	<i>Indicates the user's last name.</i>
Username (Email)	<i>Indicates the user's email address, which serves as the username.</i>
Action	<i>Includes options to make the user a treasurer or delete the user from the campaign.</i>

Select a User as Treasurer

If you are the treasurer or candidate, you can assign the role of treasurer to another user. To make another user the treasurer, click **Make Treasurer** in the Action column. The system sends an email to the selected user, giving them the option to accept or deny the role of treasurer before the invitation expires. If they accept, they become the treasurer and the former treasurer will become a regular officer of the campaign.

Remove a User

If you are the primary user, you can remove a user from a campaign. To delete a user from a campaign, click the trash can icon. The user will be removed from the campaign and will no longer be able to view or interact with campaign information in the system.

Add a User

If you are the primary user, you can add a user to a campaign. To invite another person to join the campaign, scroll to **Add User** on the

Add User

To invite a new user to access your committee, invite them via email using the box below

invite@email.com

Figure 6 Add a User to Your Campaign

Manage Users page, enter their email address, and click **Send**. The invited user will receive an email inviting

them to join the campaign. Once they create an account, they will be automatically added as an officer with your campaign.

Approve or Deny Affiliation Requests

If you are the primary user, you can approve or deny requests to join the campaign. The Affiliation Request list shows users who have requested access to the campaign.

First Name	<i>Indicates the user's first name.</i>
Last Name	<i>Indicates the user's last name.</i>
Username (Email)	<i>Indicates the user's email address, which serves as the username.</i>
Request Note	<i>Displays a note the user wrote to request access to the campaign.</i>
Action	<i>Includes options to confirm (a check mark) or deny (an x) access to the campaign.</i>

If you approve the request, the user will be added to the current users list for the filer. If you deny the request, the user will be moved to the rejected users list and will not have access to the filer's information. The user will be notified by email of either action.

Rejected Requests

The table shows users who have previously requested access to the campaign but have been rejected.

First Name	<i>Indicates the user's first name.</i>
Last Name	<i>Indicates the user's last name.</i>
Username (Email)	<i>Indicates the user's email address, which serves as the username.</i>
Request Note	<i>Shows the note the user wrote to request access to the campaign.</i>

Record Transactions

Campaigns enter and record campaign finance transactions – contributions and expenditures. These transactions are included on campaign finance reports.

To record a transaction, log in to your account and select **Filings** from the left-hand menu. From the Filings page, select **Add Transaction**.

Choose the appropriate transaction type.

Figure 7 Transaction Entry Form for Contributions

Contribution	<i>A contribution to a campaign.</i>
Expenditure	<i>An expense incurred and paid by a campaign.</i>

Record a Contribution

On the left-hand side, report the contributor's contact information. Search for an existing contact or enter in the information for a new contributor. To search for an existing contributor, enter the organization or the individual's name in the Search field. Select a contact from the list of matching names.

First Name	<i>Enter the contributor's first name.</i>
Last Name	<i>Enter the contributor's last name.</i>

Employer	<i>Enter the contributor's employer. If self-employed, enter the contributor's occupation.</i>
Address 1	<i>Enter the contributor's address.</i>
Address 2	<i>Enter additional information about the contributor's address, such as a suite number.</i>
City	<i>Enter the contributor's city.</i>
State	<i>Enter the contributor's state.</i>
Zip Code	<i>Enter the contributor's zip code.</i>

On the right-hand side, enter in details about the contribution. The contribution type indicates whether the contribution was monetary or in-kind. For information about contribution limits, see the [Campaign Finance Report Guide](#).

Contribution Type	<i>Select monetary or in-kind.</i>
Date Received	<i>Enter the date on which the campaign received the contribution.</i>
Contribution Amount	<i>Enter the amount of the contribution.</i>
Description	<i>Enter a brief description of the in-kind contribution. Only for in-kind contributions</i>

Record an Expenditure

Enter in details about the expenditure.

Date Paid	<i>Enter the date of the expenditure.</i>
Amount	<i>Enter the amount of the expenditure.</i>
Purpose	<i>Enter a short description of the types of goods or services purchased.</i>

Bulk Uploads

Filers can also upload multiple contributions or expenditures to the system at once using the bulk upload. Select **Filings** from the left-hand menu and click the **Upload Data** button.

Figure 8 Transaction Entry Form for Expenditures

On the Upload Data page, download a template for either contributions or expenditures. The template includes a tab with the required column headers, a tab describing valid entries for each field, and a tab with instructions.

Upload an Excel or CSV file in the template format to add transactions to the system. If there are problems with the uploaded file, an error message is shown onscreen, providing more information about the problem. Only valid uploads add transactions to the system.

After transactions are uploaded, they are available in draft campaign finance reports and in Search Transactions.

File Campaign Finance Reports

Filers can view filed reports, amend filed reports, and create new reports. To view or file campaign finance reports, log in to your account and select **Filings** from the left-hand menu. Select **Campaign Finance Report**.

The Campaign Finance Report consists of a few different sections. Filing Information contains information about the campaign and the specific report. The Summary displays the total for the filing period for each type of transaction.

Turner for Council			
Campaign Finance Report			
CURRENT DRAFT		EXISTING REPORTS	
Filing Information		Summary	
Campaign ID	50	Opening Balance	\$775.00
Campaign Name	Turner for Council	Total Itemized Monetary Contributions	\$886.00
Campaign Type	Candidate Committee	Total Unitemized Monetary Contributions	\$25.00
Office Sought	City Council	Total Itemized In-Kind Contributions	\$0.00
District	1	Total Unitemized In-Kind Contributions	\$21.00
Election Cycle	2023 Municipal Election	Total Expenditures	\$0.00
Filing Period	Pre-Primary	Closing Balance	\$1,686.00
Filing Id	115		
Submitted By	Jordan Turner		
Due Date	07/30/2023 01:00 AM		
Date Submitted	06/14/2023 07:17 PM		

Figure 9 Campaign Finance Report, Filing Information and Summary

Below these sections, there are lists of transactions in the filing period, grouped by transaction type. A transaction type name is only shown when there are related records on the filing.

Click the transaction type to show the related transactions, and the unitemized total if applicable. Click to expand a transaction to see more details.

On the **Current Draft** tab, you can review and submit a draft campaign finance report. Select the appropriate Election Cycle and Filing Period to view the related draft. Carefully review the transactions below. If needed, you can click the pencil icon to edit a transaction.

Monetary Contributions				
Unitemized Total: \$25.00				
Date	Amount	Contributor Name	Contributor Type	View Receipt
+ 3/10/23	\$111.00	Hal Olsen	Individual	
+ 2/10/23	\$150.00	Jill Turner	Individual	
+ 2/2/23	\$175.00	Harold Jenkins	Individual	
+ 1/15/23	\$250.00	Max Germain	Individual	
+ 1/10/23	\$200.00	Mark Jacobs	Individual	
				1 - 5 of 5 items
In-Kind Contributions				
Unitemized Total: \$21.00				
Date	Amount	Description	Contributor Name	Contributor Type
No records available.				
				0 - 0 of 0 items

Figure 10 Campaign Finance Report Transactions

Each report must be digitally signed by checking a box for an attestation and typing in the user's first and last name.

At the bottom of each Campaign Finance Report is a **Download PDF** button which downloads the report in the Minnesota campaign finance report format.

Click **Submit** to file the report.

If you need to change or modify a filed report, see [File an amendment](#).

File a Statement of No Activity

If there are no transactions for the filing period, you can file a Statement of No Activity.

Note: There may be values in the beginning and ending balances.

Click the check box to confirm there was no activity during the filing period, sign the report, and click **File Statement of No Activity**.

File an Amendment

To amend a filed campaign finance report, log in to your account and select **Filings** from the left-hand menu. Select **Campaign Finance Report**. On the **Current Draft** tab, select the past Election Cycle and Filing Period to see the current draft report for that filing period. You can edit transactions, or report additional transactions for past filing periods. When there are updates that have not been submitted on an amendment, you can click **Submit**. The Submit button is deactivated when there have not been any changes to the previous version.

View Previously Submitted Reports

To view campaign finance reports, log in to your account and select **Filings** from the left-hand menu. Select **Campaign Finance Report**. The **Existing Reports** tab displays a list of campaign finance reports that have already been submitted. Select a Report Year to filter the results to a particular year.



Filing Period	Reporting Period	Amendment Version	Date Submitted	View
December Monthly	11/30/2021 - 12/30/2021	Original	02/17/2022 18:54:47	View
November Monthly	10/31/2021 - 11/29/2021	Original	02/17/2022 18:50:13	View

Page 1 of 1 (2 items total)

Figure 11 Existing Reports

Filing Period	<i>Indicates the name of the filing period for which the report was filed.</i>
Reporting Period	<i>Indicates the date range of the filing period for which the report was filed.</i>
Amendment Version	<i>Indicates "original" if there is only one version of the report. If report has been amended, the grid indicates the version number of the most recent filing, and the row can be expanded to see previous versions of the report.</i>
Date Submitted	<i>Indicates the date and time the report was filed.</i>
View	<i>Click View to review a copy of the filed report.</i>

Search Transactions

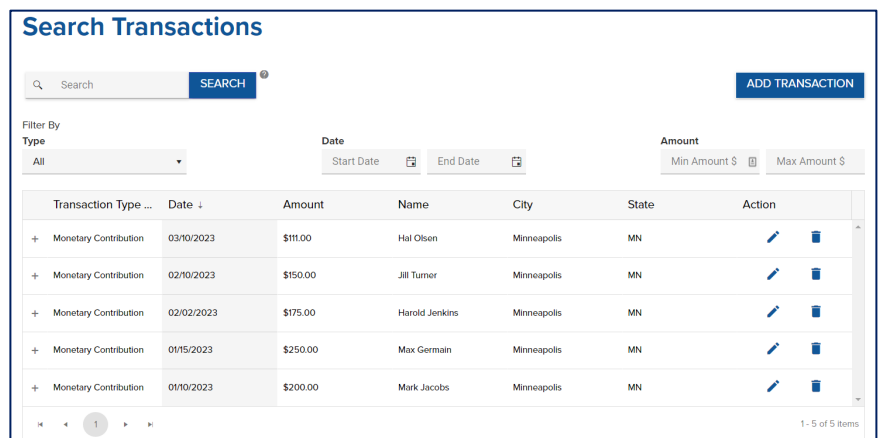
Any user can search for a transaction (a contribution or expenditure) and edit information about the transaction.

Log in to your account and select **Filings** from the left-hand menu. From the Filings page, select **Search Transactions**.

On the **Search Transactions** page, enter a name or part of a name and click **Search** to find transactions related to a particular contributor. You can sort the results by clicking on the column headers and you can also filter the results:

- Transaction Type – contribution or expenditure
- Transaction Date – enter a start and end date
- Transaction Amount – enter a minimum and maximum amount

The search results display a brief summary of information about each transaction. Click the transaction to expand and see more details.



Transaction Type ...	Date ↓	Amount	Name	City	State	Action
+ Monetary Contribution	03/10/2023	\$111.00	Hai Olsen	Minneapolis	MN	Edit Delete
+ Monetary Contribution	02/10/2023	\$150.00	Jill Turner	Minneapolis	MN	Edit Delete
+ Monetary Contribution	02/02/2023	\$175.00	Harold Jenkins	Minneapolis	MN	Edit Delete
+ Monetary Contribution	01/15/2023	\$250.00	Max Germain	Minneapolis	MN	Edit Delete
+ Monetary Contribution	01/10/2023	\$200.00	Mark Jacobs	Minneapolis	MN	Edit Delete

1 - 5 of 5 items

Figure 12 Search Transactions

Transaction Type	<i>Indicates the type of transaction.</i>
Date	<i>Indicates the date of the transaction.</i>
Amount	<i>Indicates the amount of the transaction.</i>
Name	<i>Indicates the name of the person who made the transaction.</i>
City	<i>Indicates the city of the person who made the transaction.</i>
State	<i>Indicates the state of the person who made the transaction.</i>
Action	<i>Click the pencil icon to change any information about the transaction.</i>

If you need to enter another transaction, click **Add Transaction**.

See [Record Individual Transactions](#).

Search Contacts

Any user can search for a contact (a contributor) and update the information available for that contact.

Log in to your account and select **Filings** from the left-hand menu. From the Filings page, select **Search Contacts**.

On the **Search Contacts** page, enter a name or part of a name and click **Search**. You can also filter the results by:

- Role
- State
- City – check to only include addresses within the city

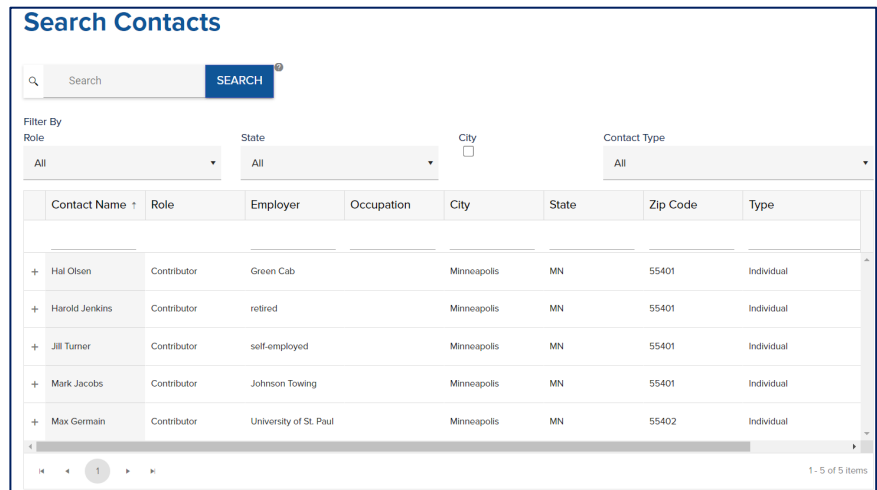


Figure 13 Search Contacts

The results appear in a grid.

Contact Name	<i>Indicates the contact's name.</i>
Role	<i>Indicates the contact's role – contributor.</i>
Employer	<i>For individuals, indicates the contact's employer.</i>
Address	<i>Indicates the contact's address.</i>
City	<i>Indicates the contact's city.</i>
State	<i>Indicates the contact's state.</i>
Zip Code	<i>Indicates the contact's zip code.</i>
Action	<i>Click the pencil icon to change the contact's information.</i>

Do you have further questions? Reach out to us mpls.campaigns@minneapolismn.gov.

Campaign Finance FAQ

Contributions

Q: What are the contribution limits for a principal campaign committee (candidate's committee)?

- A:
- Aggregate contributions made or delivered by an individual or committee may not exceed \$600 in an election year or \$250 in a non-election year. In Minneapolis, this applies to all ward or district based offices.
 - If seeking election from a district with a population above 100,000, aggregate contributions may not exceed \$1,000 in an election year or above \$250 in a non-election year. In Minneapolis, this applies to the Mayor and all "at large" offices.

Q: Are there rules about transfers from other campaigns?

A: You cannot accept contributions from the principal campaign committees of any candidate for legislative, judicial, or state constitutional office. In addition, contributions to the principal campaign committee of any candidate for legislative, judicial, or state constitutional office are prohibited unless it's made from personal funds.

Q: What are the contribution limits for a Political Committee or Political Fund?

A: In Minneapolis, political committees/funds now report to the Minnesota Campaign Finance Board cfb.mn.gov.

Q: Is a candidate limited to contribution limits?

A: No. A candidate can contribute an unlimited amount to their own committee.

Reports

Q: What are the due dates for campaign finance reports?

A: Reports are due one week before a regular primary election(pre-primary), one week before a regular general election(pre-general), 30 days after a general election (post-general) and on January 31st for the previous year (annual). (i.e. 2023 annual report is due January 31, 2024.) [MN Stat. 211A.02 subd.1]

Q: Which reports are required in years when my candidate is not on the ballot?

- 1) Initial, if one hasn't been filed previously
- 2) If **NOT** on the ballot – only the annual report

Q: When do you have to itemize contributions/ expenditures?

A: You have to itemize contributions and/or expenditures once, in aggregate, the contributions/expenditures are in excess of \$100 from one source in a calendar year.

Q: Does Minneapolis review reports – looking for any issues/problems?

A: Minneapolis reviews page one of the report - that the report appears to be fully completed, and that it is signed and dated. The accuracy and completeness of the disclosures in a report are solely the responsibility of the candidate.

Q: What requirements must a committee meet in order to terminate?

A: A candidate may file a Final Report once their cash balance is \$100.00 or less, and there are no outstanding loans, and no outstanding bills. No further reports will be expected once a Final Report has been filed. [MN Stat. 211A.03]

Q: Can city employees help complete these forms?

A: We are unable to provide legal advice or verify the accuracy of any filings we receive. We recommend candidates seek legal counsel to ensure compliance.

Q: What is the consequence if a Certificate of Filing is missing?

A: Failure to file is a misdemeanor, and the Campaign Finance Board may assess fines or late fees.

Certificate of Filing **[NEW SINCE 2022]**

Q: Are any filings other than disclosures required?

A: Each candidate who appears on the ballot must, within 7 days of the general election, file with this office a declaration that they have either filed all of the disclosure forms required by law (Initial, Pre-Primary, Pre-General) OR that they have not raised or spent \$750 in this election cycle, and therefore are not required to file any disclosures. [MN Stat. 211A.05] A sample is included below.

Q: What is the consequence if a Certificate of Filing is missing?

A: Failure to file is a misdemeanor, and the City is unable to issue a Certificate of Election without this document (in which case the candidate is unable to take office.)

Miscellaneous

Q: Where does someone file a complaint against a campaign committee?

A: For complaints alleging a violation of 211A or 211B the complaint is filed with the Office of Administrative Hearings.

Q: Can home address information be kept private?

A: A candidate may provide a signed written statement that withholding their address from the financial report is required for their safety or the safety of their family. A donor who has contributed more than \$100 may also do so.

Q: Where can I get additional help?

A: The Secretary of State's website has some resources available at <https://www.sos.state.mn.us/election-administration-campaigns/campaigning/>.

Q: I have questions about how to complete the form, who at the City of Minneapolis can help?

A: This page has general information about campaign finance reports. It is not legal advice or a comprehensive list of campaign finance laws. We are unable to offer legal advice and recommend that candidates seek legal counsel to ensure compliance.

CHAPTER 211A. CAMPAIGN FINANCIAL REPORTS

Section	Headnote
211A.01	DEFINITIONS.
211A.02	FINANCIAL REPORT.
211A.03	FINAL REPORT.
211A.04	SECRETARY OF STATE'S DUTIES.
211A.05	FAILURE TO FILE STATEMENT.
211A.06	FAILURE TO KEEP ACCOUNT; PENALTY.
211A.07	BILLS WHEN RENDERED AND PAID.
211A.08	PROSECUTION.
211A.09	FORFEITURE OF NOMINATION OR OFFICE.
211A.10	DISQUALIFIED INDIVIDUALS NOT TO HOLD VARIOUS POSITIONS.
211A.11	PENALTIES FOR VIOLATIONS.
211A.12	CONTRIBUTION LIMITS.
211A.13	PROHIBITED TRANSFERS.
211A.14	CONTRIBUTIONS AND SOLICITATIONS DURING LEGISLATIVE SESSION.

211A.01 DEFINITIONS.

Subdivision 1.**Application.** The definitions in chapter 200 and this section apply to this chapter.

Subd. 2.**Ballot question.** "Ballot question" means a proposition placed on the ballot to be voted on by the voters of one or more political subdivisions but not by all the voters of the state.

Subd. 3.**Candidate.** "Candidate" means an individual who seeks nomination or election to a county, municipal, school district, or other political subdivision office. This definition does not include an individual seeking a judicial office. For purposes of sections [211A.01](#) to [211A.05](#) and [211A.07](#), "candidate" also includes a candidate for the United States Senate or House of Representatives.

Subd. 4.**Committee.** "Committee" means a corporation or association or persons acting together to influence the nomination, election, or defeat of a candidate or to promote or defeat a ballot question. Promoting or defeating a ballot question includes efforts to qualify or prevent a proposition from qualifying for placement on the ballot.

Subd. 5.**Contribution.** "Contribution" means anything of monetary value that is given or loaned to a candidate or committee for a political purpose. "Contribution" does not include a service provided without compensation by an individual.

Subd. 6.**Disbursement.** "Disbursement" means money, property, office, position, or any other thing of value that passes or is directly or indirectly conveyed, given, promised, paid, expended, pledged, contributed, or lent. "Disbursement" does not include payment by a county, municipality, school district, or other political subdivision for election-related expenditures required or authorized by law.

Subd. 7.**Filing officer.** "Filing officer" means the officer authorized by law to accept affidavits of candidacy or nominating petitions for an office or the officer authorized by law to place a ballot question on the ballot.

Subd. 8.**Political purposes.** An act is done for "political purposes" if it is of a nature, done with the intent, or done in a way to influence or tend to influence, directly or indirectly, voting at a primary or an election or if it is done because a person is about to vote, has voted, or has refrained from voting at a primary or an election.

211A.02 FINANCIAL REPORT.

Subdivision 1.**When and where filed by committees.** (a) A committee or a candidate who receives contributions or makes disbursements of more than \$750 in a calendar year shall submit an initial report to the filing

officer within 14 days after the candidate or committee receives or makes disbursements of more than \$750 and shall continue to make the reports listed in paragraph (b) until a final report is filed.

(b) The committee or candidate must file a report by January 31 of each year following the year when the initial report was filed and in a year when the candidate's name or a ballot question appears on the ballot, the candidate or committee shall file a report:

(1) ten days before the primary or special primary. This report is required regardless of whether the candidate or issue is on the primary ballot or a primary is not conducted;

(2) ten days before the general election or special election; and

(3) 30 days after a general or special election.

Subd. 2. **Information required.** The report to be filed by a candidate or committee must include:

(1) the name of the candidate or ballot question;

(2) the printed name, address, telephone number, signature, and e-mail address, if available, of the person responsible for filing the report;

(3) the total cash on hand designated to be used for political purposes;

(4) the total amount of contributions and disbursements for the period from the last previous report to five days before the current report is due;

(5) the amount, date, and purpose for each disbursement; and

(6) the name, address, and employer, or occupation if self-employed, of any individual or committee that during the year has made one or more contributions that in the aggregate exceed \$100, and the amount and date of each contribution. The filing officer must restrict public access to the address of any individual who has made a contribution that exceeds \$100 and who has filed with the filing officer a written statement signed by the individual that withholding the individual's address from the financial report is required for the safety of the individual or the individual's family.

Subd. 3. **Municipal charter provisions and special laws saved.** The provisions of this section requiring the filing of reports are in addition to the provisions of any municipal charter requiring the filing of reports in connection with a municipal primary, general election, special primary, or special election, but they do not replace special laws providing filing requirements for a municipality.

Subd. 4. **Congressional candidates.** Candidates for election to the United States House of Representatives or Senate and any political committees raising money and making disbursements exclusively on behalf of any one of those candidates may file copies of their financial disclosures required by federal law in lieu of the financial statement required by this section. A candidate or committee whose report is published on the Federal Election Commission website has complied with the filing requirements of this section.

Subd. 5. **Electronic reporting.** The reports required by this section may be filed electronically, subject to the approval of the filing officer.

Subd. 6. **Online accessibility; reports.** (a) The filing officer of a local government shall make all reports required to be filed with the local government under this section available on the local government's website, if the local government maintains a website. The filing officer must post the reports on the local government's website as soon as possible, but no later than 30 days after receipt of the report. The local government must make the reports available on the local government's website for four years from the date the report was posted to the website.

(b) The filing officer shall provide the Campaign Finance and Public Disclosure Board with the link to the section of the website where reports are made available pursuant to paragraph (a). The Campaign Finance and Public Disclosure Board shall publish on its website each link that a filing officer provides pursuant to this paragraph.

(c) This subdivision does not apply to a statutory or home rule charter city or town if the statutory or home rule charter city or town has fewer than 400 registered voters as of January 1 of the year in which the election is to be held.

211A.03 FINAL REPORT.

A candidate or committee may file a final report when all debts have been settled and all assets in excess of \$100 in the aggregate are disposed of. The final report may be filed at any time and must include the kinds of information contained in the financial statements required by section [211A.02](#) for the period from the last previous report to the date of the final report.

211A.04 SECRETARY OF STATE'S DUTIES.

Subdivision 1. **Report forms.** The secretary of state shall prepare blanks for reports required by section [211A.02](#). Copies must be furnished through the county auditor or otherwise, as the secretary of state finds expedient, to a committee upon request or to a candidate upon filing for office.

Subd. 2. [Repealed, [1992 c 513 art 3 s 79](#)]

211A.05 FAILURE TO FILE STATEMENT.

Subdivision 1. **Penalty.** A candidate who intentionally fails to file a report required by section [211A.02](#) or a certification required by this section is guilty of a misdemeanor. The treasurer of a committee formed to promote or defeat a ballot question who intentionally fails to file a report required by section [211A.02](#) or a certification required by this section is guilty of a misdemeanor. Each candidate or treasurer of a committee formed to promote or defeat a ballot question shall certify to the filing officer that all reports required by section [211A.02](#) have been submitted to the filing officer or that the candidate or committee has not received contributions or made disbursements exceeding \$750 in the calendar year. The certification shall be submitted to the filing officer no later than seven days after the general or special election. The secretary of state shall prepare blanks for this certification. An officer who issues a certificate of election to a candidate who has not certified that all reports required by section [211A.02](#) have been filed is guilty of a misdemeanor.

Subd. 2. **Notice of failure to file.** If a candidate or committee has filed an initial report, but fails to file a subsequent report on the date it is due, the filing officer shall immediately notify the candidate or committee of the failure to file. If a report is not filed within ten days after the notification is mailed, the filing officer shall file a complaint under section [211B.32](#).

211A.06 FAILURE TO KEEP ACCOUNT; PENALTY.

A treasurer or other individual who receives money for a committee is guilty of a misdemeanor if the individual:

- (1) fails to keep a correct account as required by law;
- (2) mutilates, defaces, or destroys an account record; or
- (3) in the case of a committee, refuses upon request to provide financial information to a candidate; and
- (4) does any of these things with the intent to conceal receipts or disbursements, the purpose of receipts or disbursements, or the existence or amount of an unpaid debt or the identity of the person to whom it is owed.

211A.07 BILLS WHEN RENDERED AND PAID.

A person who has a bill, charge, or claim against a candidate's committee shall render it in writing to the committee within 60 days after the material or service is provided. A bill, charge, or claim that is not presented within 60 days after the material or service is provided must not be paid.

211A.08 PROSECUTION.

Subdivision 1. [Repealed, [2004 c 277 s 13](#)]

Subd. 2. [Repealed, [2004 c 277 s 13](#)]

Subd. 3. **County attorney authority.** A county attorney may prosecute any violation of this chapter.

211A.09 FORFEITURE OF NOMINATION OR OFFICE.

Subdivision 1. **Forfeiture required.** Except as provided in subdivision 2, if a candidate is convicted of violating a provision of this chapter or if an offense was committed by another individual with the knowledge, consent, or connivance of the candidate, the court, after entering the adjudication of guilty, shall enter a supplemental judgment

declaring that the candidate has forfeited the nomination or office. If the court enters the supplemental judgment, it shall transmit to the filing officer a transcript of the supplemental judgment, the nomination or office becomes vacant, and the vacancy must be filled as provided by law.

Subd. 2. **Circumstances where nomination or office not forfeited.** In a trial for a violation of this chapter, the candidate's nomination or election is not void if the court finds that:

(1) an offense, though committed by the candidate or with the candidate's knowledge, consent, or connivance, was trivial; or

(2) an act or omission of a candidate arose from accidental miscalculation or other reasonable cause, but in any case not from a want of good faith, and that it would be unjust for the candidate to forfeit the nomination or election.

Neither of these findings is a defense to a conviction under this chapter.

211A.10 DISQUALIFIED INDIVIDUALS NOT TO HOLD VARIOUS POSITIONS.

A candidate whose election to office has been set aside for a violation of this chapter may not be appointed, during the period fixed by law as the term of the office, to fill a vacancy that may occur in the office. A candidate or other individual who is convicted of a violation of this chapter may not be appointed, during the period fixed by law as the term of the office with respect to which the election was held and the offense was committed, to fill a vacancy in the office. An appointment to an office made contrary to this section is void.

A candidate or other individual who is convicted of a violation of this chapter is not qualified, during the period fixed by law as the term of the office with respect to which the election was held and the offense was committed, to fill a vacancy in an office for which the legislature may establish qualifications under article XII, section 3, of the Minnesota Constitution.

211A.11 PENALTIES FOR VIOLATIONS.

A violation of this chapter for which no other penalty is provided is a misdemeanor.

211A.12 CONTRIBUTION LIMITS.

A candidate or a candidate's committee may not accept aggregate contributions made or delivered by an individual or committee in excess of \$600 in an election year for the office sought and \$250 in other years; except that a candidate or a candidate's committee for an office whose territory has a population over 100,000 may not accept aggregate contributions made or delivered by an individual or committee in excess of \$1,000 in an election year for the office sought and \$250 in other years.

The following deliveries are not subject to the bundling limitation in this section:

(1) delivery of contributions collected by a member of the candidate's committee, such as a block worker or a volunteer who hosts a fund-raising event, to the committee's treasurer; and

(2) a delivery made by an individual on behalf of the individual's spouse.

Notwithstanding sections [211A.02, subdivision 3](#), and [410.21](#), this section supersedes any home rule charter.

211A.13 PROHIBITED TRANSFERS.

A candidate for political subdivision office must not accept contributions from the principal campaign committee of a candidate as defined in section [10A.01, subdivision 34](#). A candidate for political subdivision office must not make contributions to a principal campaign committee, unless the contribution is made from the personal funds of the candidate for political subdivision office.

211A.14 CONTRIBUTIONS AND SOLICITATIONS DURING LEGISLATIVE SESSION.

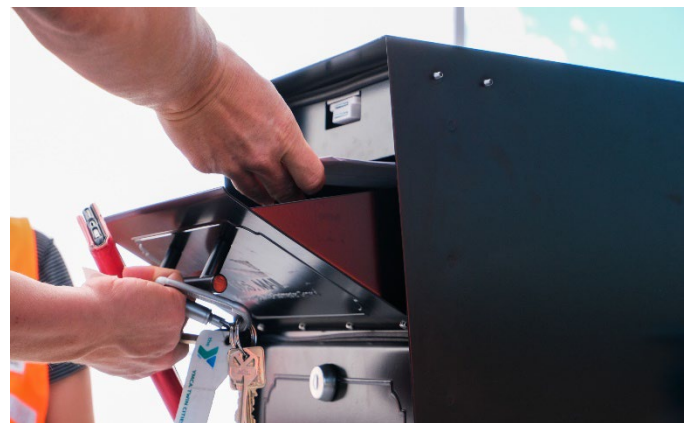
A legislator or state constitutional officer who is a candidate for a county, city, or town office, the candidate's principal campaign committee, and any other political committee with the candidate's name or title may not solicit or accept a contribution from a political fund or registered lobbyist during a regular session of the legislature.

Section 7:

Minnesota Secretary of State

SUMMARY:

- **2023 Candidate Filing Information Sheet**
A supplement to the 2022 Campaign Manual detailing 2023 law changes
- **2022 Campaign Manual**
A guide on Minnesota Election Law for campaigns.



Office of the Minnesota Secretary of State - Elections Division
2023 Candidate Filing Information Sheet
(2022 Campaign Manual Supplement)

New Affidavit of Candidacy

There is a new [Affidavit of Candidacy](#) to be used for all candidate filings after June 1, 2023.

Email Addresses

[2023 Session Laws, chapter 62, article 4, section 70](#)

Candidates **must** provide a non-government issued email address on the affidavit of candidacy or attest that they do not have an email address.

- Affidavits of candidacy are updated to note this requirement and include an option to check if the candidate does not have an email address.

Residence Classified as Private Data

[2023 Session Laws, chapter 62, article 4, section 70](#)

Candidates may request their residence be classified as private data if the candidate has a reasonable fear regarding the safety of the candidate or the candidate's family.

- The candidate must provide their residential address to the filing officer to be kept privately.
- Any office where the residency requirement must be satisfied by the close of the filing period and where the candidate has requested their address be classified as private data, the filing officer must, within one day, determine whether that address is within the boundaries of the district represented by the office. *This is only for the offices of Governor, Lieutenant Governor, State Senator, and State Representative.*

There is a new [Address of Residence Form](#) that may be used for this request.

Pre-Primary Financial Reports

[2023 Session Laws, chapter 62, article 4, section 127](#)

All candidates are now required to submit a pre-primary report even if the jurisdiction has never been primary-possible.

- If a candidate has filed an initial report after receiving contributions or making disbursements of more than \$750, they are then required to file another report ten days before the primary or special primary (or the date when the primary would have taken place).

2022

State of Minnesota **CAMPAIGN MANUAL**



CAMPAIGN FINANCIAL REPORTING & FAIR CAMPAIGN PRACTICES

Minnesota Statutes, Chapters 211A and 211B, including related laws and summary

Office of the Minnesota Secretary of State

180 State Office Building

100 Rev. Dr. Martin Luther King Jr. Blvd.

St. Paul, MN 55155

Phone: (651) 215-1440

Toll Free: 1-877-600-8683

Minnesota Relay Service: 1-800-627-3529

Email: elections.dept@state.mn.us

Website: www.sos.state.mn.us

PREFACE

State law requires the Secretary of State to publish an easily understandable annotated digest of Chapters [211A](#) and [211B](#) of Minnesota statutes.

This booklet contains:

- The required digest;
- The text of Chapters [211A](#) and [211B](#);
- Annotations to these chapters and to former Chapter 210A, known as the Fair Campaign Practices Act, which had some provisions comparable to [211A](#) and [211B](#).

Chapter [211A](#) generally regulates campaign reporting requirements of candidates and committees supporting county, municipal, school district or other political subdivision candidates for office and questions. Candidates and committees supporting candidates for federal, state, and judicial office are **not** regulated by Chapter [211A](#).

Chapter [211B](#) regulates a variety of campaign practices and applies to all federal, state, judicial and local candidates, *except* for President and Vice President, and committees supporting them. It also regulates the activities of committees formed to promote or oppose ballot questions and proposed constitutional amendments.

COMPLAINTS

A complaint alleging a violation of Chapter [211A](#) or [211B](#) MUST be filed with the Office of Administrative Hearings (OAH). For further information on complaints and penalties, see the OAH's [Fair Campaign Practices](#) webpage (<https://mn.gov/oah/self-help/administrative-law-overview/fair-campaign.jsp>), or contact OAH at:

Office of Administrative Hearings
600 North Robert Street
St. Paul, MN 55101
(651) 361-7900

CAMPAIGN FINANCE & PUBLIC DISCLOSURE

Campaign Finance & Public Disclosure Board

Campaign finances and certain disclosures of:

- Candidates for state constitutional offices,
- Candidates for state legislative offices,
- Candidates for judicial offices, and
- Committees formed to promote or oppose constitutional amendments

are regulated by Chapter [10A](#) of Minnesota statutes and administered by the [Minnesota Campaign Finance and Public Disclosure Board](#) (<https://cfb.mn.gov/>), who can be contacted at:

Minnesota Campaign Finance and Public Disclosure Board
190 Centennial Office Building
658 Cedar St.
St. Paul, Minnesota 55155
(651) 539-1180 or 1-800-657-3889

Federal Offices

Campaign financing and certain disclosures of candidates for federal office:

- United States President and Vice President,
- United States Senator, and
- United States Representative

are regulated by state and federal law. The [Federal Election Commission](http://www.fec.gov) (www.fec.gov) administers the federal laws. Contact the commission at

Federal Election Commission
999 E Street NW
Washington, DC 20463
(800) 424-9530

Reports filed with the FEC are available within 48 hours after the report has been filed. Reports filed by candidates for U.S. Representative can be viewed and copied directly from the FEC web site at a terminal available to the public at the Secretary of State's Office, Elections Division.

The FEC has *waived* the requirement that these candidates *also* file paper copies of these reports with the Secretary of State.

Hennepin County, Brooklyn Park, Bloomington, Minneapolis, & Minneapolis Schools

Minnesota Statutes, Sections [383B.042-.057](#) that regulated campaign finance reporting and disclosure for Hennepin County Offices; Cities of Brooklyn Park, Bloomington & Minneapolis Offices; and Minneapolis Public Schools were repealed in 2021 ([2021 c 31 art 4 s 33](#)).

Please review section [383B.041](#) for details regarding campaign finance reporting and disclosure requirements for these offices.

FILING FOR OFFICE & CAMPAIGNING INFORMATION IS AVAILABLE ONLINE

Candidate filing for office and campaigning information is available 24 hours a day, 7 days a week at the Office of the Minnesota Secretary of State's "[Become a Candidate](#)" webpage located at (<https://www.sos.state.mn.us/election-administration-campaigns/become-a-candidate/>).

Accessible and fillable versions of many forms and other information are available.

TABLE OF CONTENTS

PREFACE	3
COMPLAINTS.....	3
CAMPAIGN FINANCE & PUBLIC DISCLOSURE	3
CAMPAIGN FINANCE & PUBLIC DISCLOSURE BOARD.....	3
FEDERAL OFFICES.....	4
HENNEPIN COUNTY, BROOKLYN PARK, BLOOMINGTON, MINNEAPOLIS, & MINNEAPOLIS SCHOOLS	4
FILING FOR OFFICE & CAMPAIGNING INFORMATION IS AVAILABLE ONLINE.....	4
TABLE OF CONTENTS	5
SUMMARY OF CHAPTERS 211A & 211B	9
FILING FOR OFFICE CHECKLIST.....	9
CHANGES IN ELECTION LAWS AND/OR RULES	9
CANDIDATE AND COMMITTEE QUESTIONS.....	9
CAMPAIGN CYBER SECURITY	10
NOTES & DECISIONS	10
CAMPAIGN FINANCIAL REPORTING CHAPTER 211A	10
WITH WHOM DO I FILE CAMPAIGN FINANCIAL REPORTS?.....	11
VIOLATIONS OF CHAPTER 211A.....	12
CAMPAIGN FINANCIAL REPORT CERTIFICATION OF FILING	12
ONLINE CAMPAIGN FINANCE FORMS.....	12
FEDERAL OFFICES.....	13
CAMPAIGN PRACTICES CHAPTER 211B	13
SOLICITATION OF CONTRIBUTIONS	13
CORPORATE CONTRIBUTIONS	13
REGULATION OF EXPENDITURES	14
ADVERTISING & LITERATURE REQUIREMENTS.....	15
IMPROPERLY INFLUENCING VOTERS	16
ELECTION DAY ACTIVITIES.....	17
VIOLATIONS OF CHAPTER 211B.....	17
CAMPAIGN PRACTICES AND/OR FINANCE VIOLATIONS.....	17
CHAPTER 211A CAMPAIGN FINANCIAL REPORTING	19
211A.01 DEFINITIONS.....	19
211A.02 FINANCIAL REPORT.....	20
211A.03 FINAL REPORT.....	21
211A.04 SECRETARY OF STATE’S DUTIES.....	22
211A.05 FAILURE TO FILE STATEMENT.....	22
211A.06 FAILURE TO KEEP ACCOUNT; PENALTY	22
211A.07 BILLS WHEN RENDERED AND PAID.....	23
211A.08 PROSECUTION.....	23
211A.09 FORFEITURE OF NOMINATION OR OFFICE.....	23
211A.10 DISQUALIFIED INDIVIDUALS NOT TO HOLD VARIOUS POSITIONS.....	24
211A.11 PENALTIES FOR VIOLATIONS	24

211A.12 CONTRIBUTION LIMITS.....	24
211A.13 PROHIBITED TRANSFERS.....	24
211A.14 CONTRIBUTIONS AND SOLICITATIONS DURING LEGISLATIVE SESSION	25
CHAPTER 211B FAIR CAMPAIGN PRACTICES	27
211B.01 DEFINITIONS	27
211B.02 FALSE CLAIM OF SUPPORT.....	28
211B.03 USE OF THE TERM REELECT	28
211B.04 CAMPAIGN MATERIAL MUST INCLUDE DISCLAIMER	29
211B.045 NONCOMMERCIAL SIGNS EXEMPTION	30
211B.05 PAID ADVERTISEMENTS IN NEWS	31
211B.06 FALSE POLITICAL AND CAMPAIGN MATERIAL.....	31
211B.07 UNDUE INFLUENCE ON VOTERS PROHIBITED	33
211B.08 SOLICITATION OF CONTRIBUTIONS PROHIBITED	34
211B.09 PROHIBITED PUBLIC EMPLOYEE ACTIVITIES.....	34
211B.10 INDUCING OR REFRAINING CANDIDACY; TIME OFF FOR PUBLIC OFFICE MEETINGS	34
211B.11 ELECTION DAY PROHIBITIONS	35
211B.12 LEGAL EXPENDITURES.....	36
211B.13 BRIBERY, TREATING, AND SOLICITATION	37
211B.14 DIGEST OF LAWS.....	37
211B.15 CORPORATE POLITICAL CONTRIBUTIONS.....	38
211B.16 PROSECUTION.....	41
211B.17 FORFEITURE OF NOMINATION OR OFFICE; CIRCUMSTANCES WHERE NOT FORFEITED	41
211B.18 DISQUALIFIED CANDIDATE NOT TO HOLD VARIOUS POSITIONS	41
211B.19 PENALTIES FOR VIOLATION	42
211B.20 DENIAL OF ACCESS BY POLITICAL CANDIDATES TO MULTIPLE UNIT DWELLINGS	42
211B.205 PARTICIPATION IN PUBLIC PARADES.....	43
211B.21 APPLICABILITY.....	43
211B.31 DEFINITION	43
211B.32 COMPLAINTS OF UNFAIR CAMPAIGN PRACTICES	43
211B.33 PRIMA FACIE REVIEW	44
211B.34 PROBABLE CAUSE HEARING	45
211B.35 EVIDENTIARY HEARING BY PANEL.....	45
211B.36 PROCEDURES	46
211B.37 COSTS ASSESSED.....	47
RELATED LAWS - SELECTED PROVISIONS	49
10A.01 NON-CAMPAIGN DISBURSEMENT.....	49
10A.121 INDEPENDENT EXPENDITURE AND BALLOT QUESTION POLITICAL COMMITTEES AND FUNDS	50
10A.20 CAMPAIGN REPORTS.....	51
10A.273 CONTRIBUTIONS AND SOLICITATIONS DURING LEGISLATIVE SESSION	55
10A.31 DESIGNATION OF INCOME TAX PAYMENTS.....	56
10A.38 CAPTIONING OF CAMPAIGN ADVERTISEMENTS.....	56
160.27 PARTICULAR USES OF RIGHT-OF-WAY; MISDEMEANORS	57
160.2715 RIGHT-OF-WAY USE; MISDEMEANORS.....	57
200.02 DEFINITIONS.....	57
204C.035 DECEPTIVE PRACTICES IN ELECTIONS.....	59

204C.06 CONDUCT IN AND NEAR POLLING PLACES	59
204C.35 FEDERAL, STATE, AND JUDICIAL RACES	60
204C.36 RECOUNTS IN COUNTY, SCHOOL DISTRICT, AND MUNICIPAL ELECTIONS.....	62
209.02 CONTESTANT; GROUNDS.....	64
209.021 NOTICE OF CONTEST.....	64
FILING FOR OFFICE CHECKLIST	65
AFFIDAVIT OF CANDIDACY.....	65
NOMINATING PETITIONS AND PETITIONS IN PLACE OF FILING FEE.....	66
FILING FEES	66
PROOF OF LICENSURE.....	66
BEFORE LEAVING	66
AFTER FILING.....	67
WITHDRAWALS	67
CAMPAIGN FINANCIAL REPORT (PHOTOCOPY VERSION)	69
CAMPAIGN FINANCIAL REPORT INSTRUCTIONS.....	70
CAMPAIGN FINANCIAL REPORT CERTIFICATION OF FILING	71

SUMMARY OF CHAPTERS 211A & 211B

This section provides an easily understandable digest of Chapters [211A](#) and [211B](#). As a digest, it should not be used as a substitute for the requirements imposed by the text of Chapters [211A](#) and [211B](#), which are reproduced in this booklet.

FILING FOR OFFICE CHECKLIST

A “filing for office” checklist can be found in this manual. It is a *generic* list for all Minnesota offices. The list’s purpose is to let you know what to “generally” expect when filing for an office, important items to remember to complete before leaving the filing event and what to expect after you have filed for office.

There are more specific items related to each office sought. Before filing, it is strongly encouraged to contact the filing officer (usually the clerk of the jurisdiction – see page 11) and obtain all the specific procedures and forms related to “filing” for that office for that election.

Note: Candidates are solely responsible for meeting the legal requirements of the filing process as provided in Minnesota Election Law. Minnesota Election Law is the final authority in all matters, not the checklist provided in this guide.

CHANGES IN ELECTION LAWS AND/OR RULES

Candidates are responsible for familiarizing themselves with any **changes in all laws; especially those related to all elections, campaigning and candidate filing**. The Minnesota Legislature was in session when this booklet was produced. Changes made to Chapters [211A](#) and [211B](#) or other related laws finally enacted on or after April 1, 2022 and before the next production of this booklet, will be posted on the web site of the Minnesota Secretary of State at the [Additions to Campaign Manual](#) webpage (www.sos.state.mn.us/election-administration-campaigns/campaigning/additions-to-campaign-manual).

Annotations for relevant court decisions received from the Attorney General’s office after April 1, 2022, will be posted on the same web site.

CANDIDATE AND COMMITTEE QUESTIONS

If you have any questions about this manual or generalized questions about the administration of Minnesota elections, please contact Secretary of State Elections Division staff members at the address and phone number below, or the following e-mail address: elections.dept@state.mn.us

Minnesota Secretary of State, Elections Division
180 State Office Building
100 Dr. Rev. Martin Luther King, Jr. Blvd.
St. Paul, MN 55155-1299
(651) 215-1440

Attention: Please be advised that the Office of the Minnesota Secretary of State’s staff members cannot provide legal opinions and/or definitive answers about any state law or rule. Candidates and committee members are encouraged to seek out their own legal, financial and/or campaign advisors/consultants for guidance.

CAMPAIGN CYBER SECURITY

Cybersecurity is an important part of voters' confidence in our democracy. In response to the growing emphasis on secure elections, a handful of reputable, non-partisan organizations have made the following resources available:

Researchers at Harvard University, in collaboration with bi-partisan campaign professionals, national security experts, and leaders in cybersecurity from the public and private sector, created the [Campaign Cybersecurity Playbook](https://www.belfercenter.org/CyberPlaybook) (<https://www.belfercenter.org/CyberPlaybook>) as a practical, baseline guide to cybersecurity that campaigns can use to help safeguard their systems. The guide is free of charge, and we encourage candidates and their campaigns to consider its recommendations.

[Defending Digital Campaigns](https://defendcampaigns.org/) (DDC) (<https://defendcampaigns.org/>) is a nonprofit C4, nonpartisan and non-aligned organization providing access to cybersecurity products, services, and information regardless of party affiliation. While the main site contains a wealth of valuable information, this organization's [Knowledge Base](https://defendcampaigns.zendesk.com/hc/en-us) (<https://defendcampaigns.zendesk.com/hc/en-us>) is especially useful as a starting point for political campaign cybersecurity.

The [USC Election Cybersecurity Initiative](https://electionsecurity.usc.edu/) (<https://electionsecurity.usc.edu/>) is a non-partisan independent project, supported by Google, to help protect campaigns and elections that offers support to the entire election ecosystem including campaigns and administrators.

NOTES & DECISIONS

The "Notes & Decisions" briefly summarize judicial decisions and Attorney General's interpretations of Minnesota Election Law. However, the summaries are not intended to modify any statutory provision. Some of the Notes & Decisions summarize interpretations of *prior* versions of a statute that **may not apply to the current version** of the statute.

CAMPAIGN FINANCIAL REPORTING CHAPTER 211A

Chapter [211A](#) generally regulates campaign contribution limits and campaign finance reporting of candidates for county, municipal, school district or other political subdivision offices, excluding judicial offices. This chapter also applies to committees acting to influence the nomination, election, or defeat of a candidate or to promote or defeat a proposition to be voted on in any political subdivision.

With certain exceptions, [M.S. 211A.12](#) sets contribution limits for an individual or committee of \$250 in non-election years and \$600 in an election year for a candidate's territory with a population of 100,000 or less and \$1,000 in an election year for a candidate's territory with a population over 100,000. However, [M.S. 211A.13](#) prohibits contributions from certain principal campaign committees as defined in [M.S. 10A.01, subd. 34](#).

Candidates and committees must file a financial report according to [M.S. 211A.02](#):

- within 14 days after receiving contributions or making disbursements of more than \$750 in a calendar year and
- by January 31 of each year following the year when the initial report was filed. In addition, in a year when the candidate's name or a ballot question appears on the ballot, a report must be filed:
 - 10 days before the primary or special primary;
 - 10 days before the general election or special election; and
 - 30 days after a general or special election.

Final Reports: A final report may be filed at any time after all debts have been settled and all assets in excess of \$100 in the aggregate are disposed of. Candidates and committees file reports with the filing officer. Once a final report has been submitted, no further reports are required.

Committees organized to promote or defeat ballot questions not voted on by all voters of the state are required to file reports with the officer authorized by law to place a question on the ballot.

With whom do I file campaign financial reports?

Campaign Finance Reporting Locations

For these offices/questions...	File Campaign Finance Reports with...
Hospital Districts	The municipal (city or town) clerk – same place where filed affidavit of candidacy
Park Districts	The county auditor or municipal clerk – same place where filed affidavit of candidacy
School Districts	School district clerk
Townships	Town clerk
Cities	City clerk
Soil & Water Conservation Districts	County auditor
Counties	County auditor
State Legislature	Minnesota Campaign Finance and Public Disclosure Board
Constitutional Amendments	Minnesota Campaign Finance and Public Disclosure Board
Statewide Offices	Minnesota Campaign Finance and Public Disclosure Board
Federal Offices	Federal Elections Commission & OSS (unless report <u>published</u> on FEC website)
U.S. President & Vice President	Federal Elections Commission

It is important to confirm the location to file required campaign financial reports as it is the responsibility of the campaign/committee.

The financial reports must include the total cash on hand designated to be used for political purposes, the total amount of contributions and disbursements for the period from the last previous report to five days before the current report is due, the amount, date, and purpose for each disbursement and the name, address, and employer or occupation if self-employed of any individual or committee that during the year has made one or more contributions that in the aggregate exceed \$100. Reporting forms are found at the OSS [Campaign Finance Filings](http://www.sos.state.mn.us/election-administration-campaigns/campaigning/campaign-finance-filings/) webpage (www.sos.state.mn.us/election-administration-campaigns/campaigning/campaign-finance-filings/).

A reporting form is also found at the end of this manual. Local filing clerks and county election offices also have blank campaign financial forms available.

For municipal elections, these reporting requirements are in addition to municipal charter reporting provisions and county special laws. The reporting requirements do not replace special laws providing reporting requirements for a municipality. [M.S. 211A.02, subd. 3](#)

A candidate who intentionally fails to file a required report, a committee that fails to file a required report and an officer who issues a certificate of election to a candidate knowing that the candidate has not filed a financial statement are subject to a civil penalty of up to \$5,000 and/or a misdemeanor

penalty. In addition, a winning candidate who violates Chapter [211A](#) is subject to forfeiture of the nomination or office under certain circumstances. [M.S. 211A.09](#)

If a candidate or committee has filed an initial report but fails to file a subsequent report on the date it is due, the filing officer shall immediately notify the candidate or committee of the failure to file. If a report is not filed within ten days after the notification is mailed, the filing officer shall file a complaint with the Office of Administrative Hearings.

Violations of Chapter 211A

A candidate whose election has been set aside because of a violation of Chapter [211A](#) may not be appointed to fill the resulting vacancy during the term of the office sought. Any person convicted of a violation of Chapter [211A](#) may not be appointed to fill a vacancy in the office during the term of the office for which the election was held and is not qualified to fill a vacancy in any office for which the legislature may establish qualifications under [Article XII, Section 3](#), of the Minnesota Constitution. [M.S. 211A.10](#)

Any person who receives money for a committee and fails to keep a correct account as required by law or mutilates, defaces, or destroys an account record, is subject to a civil penalty of up to \$5,000 or a misdemeanor penalty if any of these acts are done with the intent to conceal certain information. [M.S. 211A.06](#)

A person who has a bill, charge, or claim against a committee must render it in writing to the committee within 60 days after the material or service is provided. Payment is prohibited on a bill, charge, or claim presented after 60 days. [M.S. 211A.07](#)

Campaign Financial Report Certification of Filing

Regardless if an initial report has been filed or not, each county, municipal or school district candidate or treasurer of a committee formed to promote or defeat a ballot question shall certify to the filing officer that all reports, to date, required by [M.S. 211A.02](#) have been submitted to the filing officer or that the candidate or committee has not received contributions or made disbursements exceeding \$750 in the calendar year. The certification shall be submitted to the filing officer not later than 7 days after the general or special election. [M.S. 211A.05, subd. 1](#)

A Certificate of Election is **not allowed** to be issued by an election officer unless that candidate has certified that all reports, to date, required of [M.S. 211A.02](#) have been filed (Campaign Report Certification of Filing form). In fact, issuing a certificate of election without the Certificate of Filing on record could lead to a misdemeanor conviction of the filing officer. A Certification of Filing form is found on the last pages of this manual and is available at the OSS [Campaign Finance Filings](#) webpage (www.sos.state.mn.us/election-administration-campaigns/campaigning/campaign-finance-filings/). Local filing clerks and county election offices also have blank certification forms available.

Online Campaign Finance Forms

Accessible and fillable versions of the campaign finance forms found at the end of this manual can be found at the Minnesota Secretary of State's webpage for [Campaign Finance Filings](#) (www.sos.state.mn.us/election-administration-campaigns/campaigning/campaign-finance-filings/).

Federal Offices

Federal laws set out reporting requirements for federal campaigns. The Federal Election Commission (FEC), not the Secretary of State, administers the federal laws. Reports on campaigns for the U.S. House and Senate filed with the FEC can be viewed and copied directly from the [FEC](http://www.fec.gov) website (www.fec.gov). The Secretary of State's Office, Elections Division has a terminal available for viewing the FEC website. The FEC has waived the requirement that U.S. House candidates file a duplicate paper copy of reports with the Secretary of State.

CAMPAIGN PRACTICES CHAPTER 211B

Chapter [211B](#) regulates a variety of campaign practices and applies to all federal, state, and local candidates, except candidates for president and vice president. Judicial and school district candidates are also covered by Chapter [211B](#). It also regulates committees acting to influence the nomination, election, or defeat of a covered candidate or to promote or defeat a ballot question.

Solicitation of Contributions

[M.S. 211B.08](#) generally prohibits a religious, charitable, or educational organization from soliciting a contribution from a candidate or committee. It does not apply to certain business advertisements, regular payments by a candidate to an organization to which they were a member or contributor for more than six months before candidacy or ordinary contributions at church services.

It is also illegal for a person to knowingly solicit, receive or accept any money, property or other thing of monetary value that is a disbursement prohibited by certain sections of Chapter [211B](#). [M.S. 211B.13, subd. 2](#)

Corporate Contributions

[M.S. 211B.15](#) prohibits defined corporations from directly or indirectly contributing anything of monetary value to a political party, organization, committee or individual to promote or defeat the candidacy of an individual for nomination, election or appointment to a political office but does not prohibit independent expenditures as defined in [M.S. 10A.01, subd. 18](#).

Corporations may make contributions or expenditures to promote or defeat a ballot question, to place a question on the ballot or to express its views on issues of public concern.

[M.S. 211B.15, subds. 6-7b](#) lists the associated civil and criminal penalties for individuals and corporations who “knowingly violate” section [211B.15](#).

Corporations may contribute to or conduct public media projects to encourage individuals to attend precinct caucuses, register or vote, provided that the projects are not controlled by or operated for the advantage of any candidate, political party, or committee. Corporations may provide meeting facilities for committees, political parties, or candidates on a nondiscriminatory and non-preferential basis.

Corporations selling products or services to the public may post notices on their public premises promoting participation in the precinct caucuses, voter registration or voting, provided these messages are not controlled or operated for the advantage of any candidate, political party, or committee.

Regulation of Expenditures

Spending limitations amount. Chapter [211B](#) does not limit the amount of campaign spending.

Spending limitations purposes. The law limits the purposes for which candidates and committees may spend money.

The permitted purposes, which are set forth in [M.S. 211B.12](#), include salaries, communications, campaign advertising, printing, office space and equipment, a limited amount of charitable contributions, constituent informational materials, and other expenses reasonably related to the conduct of election campaigns.

Money collected for political purposes and assets of a political committee or political fund may not be converted to personal use.

To give or promise to give anything of monetary value to any person for the purpose of inducing a voter to refrain from voting or to vote in a particular way is a felony.

An exception is made for refreshments of food and nonalcoholic beverages of having a value up to \$5 consumed on the premises at a private gathering or public meetings. [M.S. 211B.13, subd. 1](#)

Whether an item constitutes a “thing of value” is discussed in an opinion of the Attorney General which states (Op. Atty. Gen. 627f-1, April 25, 1938):

- “...(W)hether packets or books of matches are things of value ...involves a question of fact which this office has no authority to determine. We may say, however, that if such articles have any material value for any purpose other than simply as a medium for carrying advertising matter, they come under the ban of the statute.
- This office has expressed the opinion that if a person distributes, in an election campaign, articles which may possibly have some value other than as an advertising medium, such as packets or books of matches, relying on the belief that their value is so slight that they will not be considered a “thing of value”, such person must take the chance of having the legality of so doing questioned in a criminal prosecution or an election contest.”

Listed are some decisions and other opinions relating to a similar prior statute:

- The purpose of influencing voters is the poison which the Fair Campaign Practice Act is aimed at, and in the absence of such purpose, a gift is not considered to be a violation of the act. (Engelbret v. Tuttle, 185 Minn. 608, 242 N.W. 425).
 - Where a gift won at a church bazaar by a candidate’s wife was later returned to the church treasury and no publicity was given to the returning of this gift, the court said that no intent to influence voters could be found. (Engelbret v. Tuttle, supra).
 - Where a candidate attended showers for friends and presented gifts that were similar with respect to the character and cost of those given by other invited guests, the court said that the giving of such gifts could not be considered as an act done with intent to influence voters. (Engelbret v. Tuttle, supra).
 - A candidate furnished drinks of liquor to voters and at the same time asked them to vote for him. The court said that a candidate for public office who, during his campaign, solicits the vote of an elector and at the same time gives him intoxicating liquor, brings himself clearly within the prohibition of the statute. A contention that such acts on the part of a candidate amounted to mere hospitality or that they were trivial and unimportant cannot be sustained. (Miller v. Maier, 136 Minn. 231, 161 N.W. 513).

- It is not legal for a candidate to give away cigars in the election room while the polls are open. (Op. Atty. Gen. 627f-1, March 20, 1917).
- The distribution by a candidate of free tickets to a county fair admitting children under 12 years of age free is a violation of this section. (Op. Atty. Gen. 627f-1, June 3, 1930).

Advertising & Literature Requirements

***Important: The case of *281 Care Committee et al v. Arneson et al.*, (Case No. 13-1229) issued September 2, 2014, the United States Court of Appeals for the Eighth Circuit determined that M.S. 211B.06 failed a constitutional challenge under the First Amendment and was void.

Even though [M.S. 211B.06](#) failed a constitutional challenge in 2014, the Minnesota statute itself has not been removed or changed.

***One will need to consult with personal legal counsel regarding questions about [M.S. 211B.06](#).

It still states that certain printed material written or distributed by a candidate or committee is subject to the section on false political and campaign material. Under that section, a person who intentionally participates in the preparation, dissemination or broadcast of paid political advertising or campaign material with respect to the personal or political character or acts of a candidate which is designed or tends to elect, promote, defeat, or injure any candidate is guilty of a gross misdemeanor if the person knows it is false or communicates to others with reckless disregard of whether it is false. The provision also applies to literature, advertising, or campaign material with respect to the effect of a ballot question. A person who intentionally participates in drafting a letter to the editor known to be false concerning the personal or political character of a candidate or acts of a candidate, if defamatory, or the effect of a ballot question may under certain circumstances be subject to a misdemeanor penalty. This statute does not apply to a person or organization whose sole act is, in the normal course of their business, to print, manufacture or disseminate false information.

Advertisements. [M.S. 211B.05](#) requires every advertisement in a newspaper, periodical, or magazine to include the words "PAID ADVERTISEMENT." Radio, television, and cable systems have similar requirements. The amount charged for the advertisement must be the same as for any other political candidate and no greater than charges for comparable purposes. The name of the candidate and the committee that prepared and paid for the advertisement must be included at the beginning or end of the advertisement.

[M.S. 211B.05, subd. 3](#), prohibits any employee of a newspaper, periodical, magazine, or broadcaster from soliciting or receiving any payment or promise of payment for influencing or attempting to influence voting through printed or broadcast matter except as a paid advertisement.

Other printed literature. Printed matter other than newspaper advertisements are subject to similar requirements. [M.S. 211B.04](#) requires that the name and address of the person or committee causing the material to be prepared or disseminated appear prominently on the material.

This provision does not apply to fundraising tickets, business cards, personal letters or similar items that are clearly being sent by the candidate. In addition, it does not apply to bumper stickers, pins, buttons, pens, or similar small items on which the disclaimer cannot be conveniently printed; skywriting, wearing apparel or other means of displaying an advertisement of such a nature that the inclusion of a disclaimer would be impracticable; and online banner ads and similar electronic communications that link directly to an online page that includes the disclaimer.

In addition, it does not apply to individuals or an association that is not required to register or report under Chapter [10A](#) or [211A](#).

Attention: Minnesota Court of Appeals Decision affecting Minnesota Statutes [211B.04](#). In April of 2006 the Minnesota Court of Appeals ruled, in *Riley v. Jankowski* (Minnesota Court of Appeals file #A05-1125), that at least in part, Minnesota Statutes [211B.04](#), which relates to disclaimer requirements, is unconstitutional.

The Office of Administrative Hearings (OAH) has jurisdiction over Minnesota Statutes Chapter [211B](#). The OAH's [Fair Campaign Practices](https://mn.gov/oah/self-help/administrative-law-overview/fair-campaign.jsp) webpage (<https://mn.gov/oah/self-help/administrative-law-overview/fair-campaign.jsp>) has more information about the complaint process and potential penalties for violations.

Improperly Influencing Voters

Bribery, advancing money, & treating prohibited. As stated previously, there is a prohibition against giving anything of monetary value to any person for the purpose of influencing that person's vote. [M.S. 211B.13](#)

Threats, force, undue influence. [M.S. 211B.07](#) makes it illegal for any person to threaten, coerce or unduly influence another to compel another to vote for or against a candidate or ballot question.

Promise appointments. No person, to promote a candidate's nomination or election, may directly or indirectly promise to appoint or employ another person ([M.S. 211B.13, subd. 1](#)). This statute does not prohibit a candidate from publicly expressing a preference for any other candidate to be voted on at the same primary or election.

Influencing others. A person may not make any direct or indirect threat of harm, economic reprisal or certain other threats against an individual to vote for or against a candidate or ballot question. [M.S. 211B.07](#)

Transporting voters. Under [M.S. 211B.11, subd. 3](#), it is illegal for a person transporting a voter to the polls to induce or persuade a voter to vote or refrain from voting for a candidate or ballot question.

Influencing a person's candidacy. [M.S. 211B.10, subd. 1](#) forbids the use of any promise or reward to induce a person to become a candidate, refrain from being a candidate or cease being a candidate.

False claim of party support. No person shall knowingly falsely claim or imply that a candidate has the support or endorsement of a major political party or party unit of an organization. [M.S. 211B.02](#)

Use of "reelect." A person may not, in the event of redistricting, use the term "reelect" in a campaign for elective office unless the candidate is the incumbent of that office and the office represents any part of the new district. [M.S. 211B.03](#)

Campaigning in multiple-unit dwellings. Candidates with or without their campaign volunteers may not be denied access to campaign in multiple-unit dwellings within the district or territory represented by the office to which the candidate seeks election. A resident may deny admittance to his or her dwelling, identification may be required, visits to certain persons may be denied for health reasons, limits may be put on hours and numbers of campaigners, appointments may be required, and campaigners may be denied admittance or expelled for good cause. A violation of this section is a petty misdemeanor. [M.S. 211B.20](#)

Election Day Activities

It is not illegal to campaign on Election Day, but it is illegal, on Election Day, to:

- Seek to induce or persuade any voter to vote in a certain way or refrain from voting within 100 feet of the building in which a polling place is situated, or anywhere on public property on which a polling place is situated.
- Wear any political badge, insignia, or button related to a candidate and/or ballot question on that election's ballot, or provide any such badge, insignia, or button, at or about the polls. Violation of this section will not prevent an individual from voting; however, names and activity details will be forwarded to local law enforcement for investigation. [M.S. 211B.11, subd. 1](#)

Violations of Chapter 211B

Violations of Chapter [211B](#) may entail criminal penalties. A conviction on criminal charges for violating its provisions may forfeit a winner's nomination or election. In addition to these penalties, the violator, if that individual has won the election, is prohibited from being appointed to the office sought during the term of the office with respect to which the election was held.

[M.S. 211B.32](#) provides that a complaint alleging a violation of Chapter [211A](#) or [211B](#) must be filed with the Office of Administrative Hearings. The complaint must be finally disposed of by the Office of Administrative Hearings before the alleged violation may be prosecuted by a county attorney.

Penalties. In its disposition of the complaint, the Office of Administrative Hearings may impose a civil penalty of up to \$5,000 for any violation of Chapter [211A](#) or [211B](#). In addition, the complaint may be referred to the appropriate county attorney for criminal prosecution as a misdemeanor or felony, whichever the law provides. [M.S. 211B.35, subds. 2\(d\) & 2\(e\)](#)

Furthermore, the person convicted may forfeit the nomination or office ([M.S. 211B.17, subd. 1](#)). The convicted person may not be appointed to fill a vacancy in the office for which election was sought and is not qualified to fill a vacancy in any office for which the legislature may establish qualifications under [Minn. Const. art. XII, sec. 3](#); [M.S. 211B.17](#).

The prohibition on holding office does not limit the ability of each house of the legislature to judge the election returns and eligibility of its own members.

Circumstances where nomination or election not forfeited. [M.S. 211B.17, subd. 2](#) sets forth certain situations in which the nomination or election of the candidate shall not be set aside as a penalty for violating Chapter [211B](#).

CAMPAIGN PRACTICES AND/OR FINANCE VIOLATIONS

The Office of Administrative Hearings provides a "[penalty matrix](https://mn.gov/oah/self-help/administrative-law-overview/fair-campaign.jsp)" (<https://mn.gov/oah/self-help/administrative-law-overview/fair-campaign.jsp>) that a three-judge panel *might* use in determining penalties for violations of Minnesota campaign practice and/or finance laws.

CHAPTER 211A CAMPAIGN FINANCIAL REPORTING

211A.01 DEFINITIONS

- Subd. 1. **Application.** The definitions in chapter [200](#) and this section apply to this chapter.
- Subd. 2. **Ballot question.** “Ballot question” means a proposition placed on the ballot to be voted on by the voters of one or more political subdivisions but not by all the voters of the state.
- Subd. 3. **Candidate.** “Candidate” means an individual who seeks nomination or election to a county, municipal, school district, or other political subdivision office. This definition does not include an individual seeking a judicial office. For purposes of sections [211A.01 to 211A.05](#) and [211A.07](#), “candidate” also includes a candidate for the United States Senate or House of Representatives.
- Subd. 4. **Committee.** “Committee” means a corporation or association or persons acting together to influence the nomination, election, or defeat of a candidate or to promote or defeat a ballot question. Promoting or defeating a ballot question includes efforts to qualify or prevent a proposition from qualifying for placement on the ballot.
- Subd. 5. **Contribution.** “Contribution” means anything of monetary value that is given or loaned to a candidate or committee for a political purpose. “Contribution” does not include a service provided without compensation by an individual.
- Subd. 6. **Disbursement.** “Disbursement” means money, property, office, position, or any other thing of value that passes or is directly or indirectly conveyed, given, promised, paid, expended, pledged, contributed, or lent. “Disbursement” does not include payment by a county, municipality, school district, or other political subdivision for election-related expenditures required or authorized by law.
- Subd. 7. **Filing officer.** “Filing officer” means the officer authorized by law to accept affidavits of candidacy or nominating petitions for an office or the officer authorized by law to place a ballot question on the ballot.
- Subd. 8. **Political purposes.** An act is done for “political purposes” if it is of a nature, done with the intent, or done in a way to influence or tend to influence, directly or indirectly, voting at a primary or an election or if it is done because a person is about to vote, has voted, or has refrained from voting at a primary or an election.

History: [1988 c 578 art 2 s 1](#); [1990 c 453 s 22](#)

211A.01 NOTES & DECISIONS

A school district fairly informs voters about a levy question, and thus does not engage in promotion of levy questions for purposes of campaign-finance-reporting requirements, when it addresses the positive and negative consequences of the levy, not only the anticipated improvement in educational opportunities, but also the increased tax rate and such other less desirable consequences as may be foreseen. *Minnesota Voters Alliance v. Anoka-Hennepin Sch. Dist.*, 868 N.W.2d 703 (Minn. App. 2015).

School district was a corporation within the meaning of the Campaign Financial Reports Act and Fair Campaign Practices Act, and therefore could qualify as a committee subject to the campaign-finance reporting requirements of that chapter if the district acted “to promote or defeat a ballot question;” legislature had specifically designated school districts as public corporations, and the fact that the legislature used a broad term without limiting its scope in the Act was indicative of an intent to encompass all forms of corporate bodies, including public corporations such as school districts. *Abrahamson v. Saint Louis Cnty. Sch. Dist.*, 819 N.W.2d 129 (Minn. 2012).

211A.02 FINANCIAL REPORT

- Subd. 1. **When and where filed by committees.** (a) A committee or a candidate who receives contributions or makes disbursements of more than \$750 in a calendar year shall submit an initial report to the filing officer within 14 days after the candidate or committee receives or makes disbursements of more than \$750 and shall continue to make the reports listed in paragraph (b) until a final report is filed.
- (b) The committee or candidate must file a report by January 31 of each year following the year when the initial report was filed and in a year when the candidate's name or a ballot question appears on the ballot, the candidate or committee shall file a report:
- (1) ten days before the primary or special primary;
 - (2) ten days before the general election or special election; and
 - (3) 30 days after a general or special election.
- Subd. 2. **Information required.** The report to be filed by a candidate or committee must include:
- (1) the name of the candidate or ballot question;
 - (2) the printed name, address, telephone number, signature, and email address, if available, of the person responsible for filing the report;
 - (3) the total cash on hand designated to be used for political purposes;
 - (4) the total amount of contributions and disbursements for the period from the last previous report to five days before the current report is due;
 - (5) the amount, date, and purpose for each disbursement; and
 - (6) the name, address, and employer, or occupation if self-employed, of any individual or committee that during the year has made one or more contributions that in the aggregate exceed \$100, and the amount and date of each contribution. The filing officer must restrict public access to the address of any individual who has made a contribution that exceeds \$100 and who has filed with the filing officer a written statement signed by the individual that withholding the individual's address from the financial report is required for the safety of the individual or the individual's family.
- Subd. 3. **Municipal charter provisions and special laws saved.** The provisions of this section requiring the filing of reports are in addition to the provisions of any municipal charter requiring the filing of reports in connection with a municipal primary, general election, special primary, or special election, but they do not replace special laws providing filing requirements for a municipality.
- Subd. 4. **Congressional candidates.** Candidates for election to the United States House of Representatives or Senate and any political committees raising money and making disbursements exclusively on behalf of any one of those candidates may file copies of their financial disclosures required by federal law in lieu of the financial statement required by this section. A candidate or committee whose report is published on the Federal Election Commission Web site has complied with the filing requirements of this section.
- Subd. 5. **Electronic reporting.** The reports required by this section may be filed electronically, subject to the approval of the filing officer.
- Subd. 6. **Online accessibility; reports.** (a) The filing officer of a local government shall make all reports required to be filed with the local government under this section available on the local government's Web site, if the local government maintains a Web site. The filing officer must post the reports on the local government's Web site as soon as possible, but no later

than 30 days after receipt of the report. The local government must make the reports available on the local government's Web site for four years from the date the report was posted to the Web site.

(b) The filing officer shall provide the Campaign Finance and Public Disclosure Board with the link to the section of the Web site where reports are made available pursuant to paragraph (a). The Campaign Finance and Public Disclosure Board shall publish on its Web site each link that a filing officer provides pursuant to this paragraph.

(c) This subdivision does not apply to a statutory or home rule charter city or town if the statutory or home rule charter city or town has fewer than 400 registered voters as of January 1 of the year in which the election is to be held.

History: [1988 c 578 art 2 s 2](#); [1989 c 291 art 1 s 30](#); [1Sp2001 c 10 art 18 s 39](#); [2004 c 293 art 2 s 43](#); [2006 c 242 s 38](#); [2008 c 244 art 1 s 22](#); [2010 c 327 s 25](#); [2014 c 265 s 1](#); [2014 c 309 s 24](#)

211A.02 NOTES & DECISIONS

Because a school district is a public corporation, it is subject to campaign-finance-reporting requirements if it acts to promote or defeat a ballot question. *Minnesota Voters Alliance v. Anoka-Hennepin Sch. Dist.*, 868 N.W.2d 703 (Minn. App. 2015).

Complaint alleging that school district and school board violated Campaign Financial Reports Act and Fair Campaign Practices Act, by using public funds to promote the passage of bond issue ballot questions in referendum election, was insufficient to set forth a prima facie violation, as required to entitle complaints to hearing; although complaint identified several expenditures for printing and video work that district had made during campaign period preceding election, and alleged that district superintendent and school principal had promoted the passage of ballot questions, complaint failed to describe the content of any message communicated by district employees or board. *Barry v. St. Anthony-New Brighton Independent Sch. Dist.* 282, 781 N.W.2d 898 (Minn. App. 2010)

In bond referendum context, school district and its board members are neither a candidate nor a committee as defined by chapter 211A, and district is not required to report contributions or disbursements through the reporting requirements of chapter. "Disbursement," as used in statute, does not include payment by a county, municipality, school district, or other political subdivision for election-related expenditures required or authorized by law. *Barry v. St. Anthony-New Brighton Independent School District 282*, OAH 3-6326-20564-CV (May 21, 2009).

Statute applied to candidate for mayor of municipality; candidate's failure to file complete and accurate campaign finance reports justified fine. *Osmek v. McKinley*, OAH 8-6326-20255-CV (April 8, 2009)

Administrative hearing process established to hear complaints alleging violations of statutes establishing financial-reporting requirements for political candidates and committees acting to influence elections and statutes regulating campaign practices did not violate the separation-of-powers doctrine and amount to an unconstitutional delegation of district court's original jurisdiction. *Riley v. Jankowski*, 713 N.W.2d 379 (Minn. App. 2006).

211A.03 FINAL REPORT

A candidate or committee may file a final report when all debts have been settled and all assets in excess of \$100 in the aggregate are disposed of. The final report may be filed at any time and must include the kinds of information contained in the financial statements required by section [211A.02](#) for the period from the last previous report to the date of the final report.

History: [1988 c 578 art 2 s 3](#)

211A.03 NOTES & DECISIONS

In bond referendum context, school district and its board members are neither a candidate nor a committee as defined by chapter [211A](#), and district is not required to report contributions or disbursements through the reporting requirements of chapter. *Barry v. St. Anthony-New Brighton Independent School District 282*, OAH 3-6326-20564-CV (May 21, 2009).

211A.04 SECRETARY OF STATE'S DUTIES

Subd. 1. **Report forms.** The secretary of state shall prepare blanks for reports required by section [211A.02](#). Copies must be furnished through the county auditor or otherwise, as the secretary of state finds expedient, to a committee upon request or to a candidate upon filing for office.

History: [1988 c 578 art 2 s 4](#)

211A.05 FAILURE TO FILE STATEMENT

Subd. 1. **Penalty.** A candidate who intentionally fails to file a report required by section [211A.02](#) or a certification required by this section is guilty of a misdemeanor. The treasurer of a committee formed to promote or defeat a ballot question who intentionally fails to file a report required by section [211A.02](#) or a certification required by this section is guilty of a misdemeanor. Each candidate or treasurer of a committee formed to promote or defeat a ballot question shall certify to the filing officer that all reports required by section [211A.02](#) have been submitted to the filing officer or that the candidate or committee has not received contributions or made disbursements exceeding \$750 in the calendar year. The certification shall be submitted to the filing officer no later than seven days after the general or special election. The secretary of state shall prepare blanks for this certification. An officer who issues a certificate of election to a candidate who has not certified that all reports required by section [211A.02](#) have been filed is guilty of a misdemeanor.

Subd. 2. **Notice of failure to file.** If a candidate or committee has filed an initial report but fails to file a subsequent report on the date it is due, the filing officer shall immediately notify the candidate or committee of the failure to file. If a report is not filed within ten days after the notification is mailed, the filing officer shall file a complaint under section [211B.32](#).

History: [1988 c 578 art 2 s 5](#); [1989 c 291 art 1 s 31](#); [2004 c 277 s 3](#); [2008 c 244 art 1 s 23](#); [2010 c 327 s 26](#)

211A.05 NOTES & DECISIONS

In bond referendum context, school district and its board members are neither a candidate nor a committee as defined by chapter [211A](#), and district is not required to report contributions or disbursements through the reporting requirements of chapter. *Barry v. St. Anthony-New Brighton Independent School District 282*, OAH 3-6326-20564-CV (May 21, 2009)

County auditor does not have authority to omit name of a nominee from general election ballot because affidavit of disbursements discloses disbursements in excess of amount allowed by law. Op. Atty. Gen. 627C-12, September 29, 1948.

211A.06 FAILURE TO KEEP ACCOUNT; PENALTY

A treasurer or other individual who receives money for a committee is guilty of a misdemeanor if the individual:

- (1) fails to keep a correct account as required by law;
- (2) mutilates, defaces, or destroys an account record; or
- (3) in the case of a committee, refuses upon request to provide financial information to a candidate; and
- (4) does any of these things with the intent to conceal receipts or disbursements, the purpose of receipts or disbursements, or the existence or amount of an unpaid debt or the identity of the person to whom it is owed.

History: [1988 c 578 art 2 s 6](#)

211A.06 NOTES & DECISIONS

In bond referendum context, school district and its board members are neither a candidate nor a committee as defined by chapter [211A](#), and district is not required to report contributions or disbursements through the reporting requirements of chapter. Time expended by school district employees who attended public or private meetings in support of referendum during business hours is not a reportable “contribution,” because it is not a thing of value given or loaned to either a “candidate” or a “committee.” *Barry v. St. Anthony-New Brighton Independent School District 282*, OAH 3-6326-20564-CV (May 21, 2009).

211A.07 BILLS WHEN RENDERED AND PAID

A person who has a bill, charge, or claim against a candidate’s committee shall render it in writing to the committee within 60 days after the material or service is provided. A bill, charge, or claim that is not presented within 60 days after the material or service is provided must not be paid.

History: [1988 c 578 art 2 s 7](#)

211A.08 PROSECUTION

Subd. 3. **County attorney authority.** A county attorney may prosecute any violation of this chapter.

History: [1986 c 444](#); [1988 c 578 art 2 s 8](#); [2004 c 277 s 4](#)

211A.08 NOTES & DECISIONS

County attorney may proceed by complaint and information rather than impaneling grand jury. Op. Atty. Gen. 627B-1, August 18, 1966.

Attorney employed to assist county attorney is not required to conduct a private and independent investigation but may conduct same so as to enable attorney to present the county attorney relevant facts and names of witnesses capable giving competent testimony in proceeding. Op. Atty. Gen. 121A-1, September 26, 1952.

Duty of county attorney is to prosecute violations of Act, not to bring proceedings to annul election. Op. Atty. Gen. 121-B-9, April 5, 1940.

211A.09 FORFEITURE OF NOMINATION OR OFFICE

Subd. 1. **Forfeiture required.** Except as provided in subdivision 2, if a candidate is convicted of violating a provision of this chapter or if an offense was committed by another individual with the knowledge, consent, or connivance of the candidate, the court, after entering the adjudication of guilty, shall enter a supplemental judgment declaring that the candidate has forfeited the nomination or office. If the court enters the supplemental judgment, it shall transmit to the filing officer a transcript of the supplemental judgment, the nomination or office becomes vacant, and the vacancy must be filled as provided by law.

Subd. 2. **Circumstances where nomination or office not forfeited.** In a trial for a violation of this chapter, the candidate’s nomination or election is not void if the court finds that:

- (1) an offense, though committed by the candidate or with the candidate’s knowledge, consent, or connivance, was trivial; or
- (2) an act or omission of a candidate arose from accidental miscalculation or other reasonable cause, but in any case not from a want of good faith, and that it would be unjust for the candidate to forfeit the nomination or election.

Neither of these findings is a defense to a conviction under this chapter.

History: [1988 c 578 art 2 s 9](#)

211A.09 NOTES & DECISIONS

To sustain charge under this section must show omissions were deliberate, serious, and material violations of election law. *Moulton v. Newton*, 274 Minn. 545, 144 N.W. 2d 706 (1966). As to whether acts complained of are trivial or unimportant, see *Bank v. Egan*, 240 Minn. 192, 60 N.W. 2d 257 (1953).

211A.10 DISQUALIFIED INDIVIDUALS NOT TO HOLD VARIOUS POSITIONS

A candidate whose election to office has been set aside for a violation of this chapter may not be appointed, during the period fixed by law as the term of the office, to fill a vacancy that may occur in the office. A candidate or other individual who is convicted of a violation of this chapter may not be appointed, during the period fixed by law as the term of the office with respect to which the election was held and the offense was committed, to fill a vacancy in the office. An appointment to an office made contrary to this section is void.

A candidate or other individual who is convicted of a violation of this chapter is not qualified, during the period fixed by law as the term of the office with respect to which the election was held and the offense was committed, to fill a vacancy in an office for which the legislature may establish qualifications under [article XII, section 3](#), of the Minnesota Constitution.

History: 1988 c 578 art 2 s 10

211A.10 NOTES & DECISIONS

Legislature may regulate the exercise of the right to vote. This section held not to add to the constitutional qualifications for holding office. *Saari v. Gleason*, 126 Minn. 378, 148 N.W. 293 (1914).

211A.11 PENALTIES FOR VIOLATIONS

A violation of this chapter for which no other penalty is provided is a misdemeanor.

History: 1988 c 578 art 2 s 11

211A.12 CONTRIBUTION LIMITS

A candidate or a candidate's committee may not accept aggregate contributions made or delivered by an individual or committee in excess of \$600 in an election year for the office sought and \$250 in other years; except that a candidate or a candidate's committee for an office whose territory has a population over 100,000 may not accept aggregate contributions made or delivered by an individual or committee in excess of \$1,000 in an election year for the office sought and \$250 in other years.

The following deliveries are not subject to the bundling limitation in this section:

- (1) delivery of contributions collected by a member of the candidate's committee, such as a block worker or a volunteer who hosts a fundraising event, to the committee's treasurer; and
- (2) a delivery made by an individual on behalf of the individual's spouse.

Notwithstanding sections [211A.02, subdivision 3](#), and [410.21](#), this section supersedes any home rule charter.

History: 1993 c 318 art 2 s 46; 1997 c 224 s 1; 2014 c 265 s 2

211A.13 PROHIBITED TRANSFERS

A candidate for political subdivision office must not accept contributions from the principal campaign committee of a candidate as defined in section [10A.01, subdivision 34](#). A candidate for political subdivision office must not make contributions to a principal campaign committee, unless the contribution is made from the personal funds of the candidate for political subdivision office.

History: 1993 c 318 art 2 s 47; 2003 c 2 art 1 s 21

211A.13 NOTES & DECISIONS

Section prohibits transfers of funds between candidates and committees subject to Chapter 10A, but not transfers between candidates for local offices. Op. Atty. Gen. 627e, August 1, 1994.

211A.14 CONTRIBUTIONS AND SOLICITATIONS DURING LEGISLATIVE SESSION

A legislator or state constitutional officer who is a candidate for a county, city, or town office, the candidate's principal campaign committee, and any other political committee with the candidate's name or title may not solicit or accept a contribution from a political fund or registered lobbyist during a regular session of the legislature.

History: [1997 c 224 s 2](#)

CHAPTER 211B FAIR CAMPAIGN PRACTICES

211B.01 DEFINITIONS

- Subd. 1. **Application.** The definitions in chapter [200](#) and this section apply to this chapter.
- Subd. 2. **Campaign material.** "Campaign material" means any literature, publication, or material that is disseminated for the purpose of influencing voting at a primary or other election, except for news items or editorial comments by the news media.
- Subd. 3. **Candidate.** "Candidate" means an individual who seeks nomination or election to a federal, statewide, legislative, judicial, or local office including special districts, school districts, towns, home rule charter and statutory cities, and counties, except candidates for president and vice-president of the United States.
- Subd. 4. **Committee.** "Committee" means two or more persons acting together or a corporation or association acting to influence the nomination, election, or defeat of a candidate or to promote or defeat a ballot question. Promoting or defeating a ballot question includes efforts to qualify or prevent a proposition from qualifying for placement on the ballot.
- Subd. 5. **Disbursement.** "Disbursement" means an act through which money, property, office, or position or other thing of value is directly or indirectly promised, paid, spent, contributed, or lent, and any money, property, office, or position or other thing of value so promised or transferred.
- Subd. 6. **Political purposes.** An act is done for "political purposes" when the act is intended or done to influence, directly or indirectly, voting at a primary or other election. This does not include news items or editorial comments published or broadcast by the news media.

History: [1988 c 578 art 3 s 1](#); [2004 c 293 art 3 s 1](#)

211B.01 NOTES & DECISIONS

To set forth a "prima facie case" on a complaint alleging a violation of Campaign Financial Reports Act or Fair Campaign Practices Act, the party must either submit evidence or allege facts that, if unchallenged or accepted as true, would be sufficient to prove that the party is entitled to the requested relief. *Abrahamson v. St. Louis County School Dist.*, 802 N.W.2d 393 (Minn. App. 2011).

Complaint alleging that school district and school board violated Campaign Financial Reports Act and Fair Campaign Practices Act, by using public funds to promote the passage of bond issue ballot questions in referendum election, was insufficient to set forth a prima facie violation, as required to entitle complaints to hearing; although complaint identified several expenditures for printing and video work that district had made during campaign period preceding election, and alleged that district superintendent and school principal had promoted the passage of ballot questions, complaint failed to describe the content of any message communicated by district employees or board. *Barry v. St. Anthony-New Brighton Independent Sch. Dist.* 282, 781 N.W.2d 898 (Minn. App. 2010).

Respondent's "legislative review," distributed as paid insert to local paper, constituted campaign material within the meaning of statute. *Gadsden v. Kiffmeyer*, OAH 3-0320-21609-CV (November 1, 2010).

Because of potential chilling effect on free speech rights of chambers of commerce that operated as nonprofit corporations, chambers satisfied injury-in-fact requirement for Article III standing in action challenging constitutionality of statutes; case was ripe for review; and chambers had reasonable fear of prosecution under statute. *St. Paul Area Chamber of Commerce v. Gaertner*, 439 F.3d 481 (8th Cir. 2006).

Previous provision of statute defining "campaign material" as any material that "tend[s] to influence voting at a primary or other election" was unconstitutionally vague under the First Amendment. *Minnesota Citizens Concerned for Life, Inc. v. Kelley*, 291 F.Supp.2d 1052 (D. Minn. 2003), affirmed in part and reversed in part on other grounds, 427 F.3d 1106 (8th Cir. 2005)

Fair Campaign Practices Act is directed to actions of candidate and persons for whom he is responsible; and where there is nothing to show that candidate sanctioned improper activities, that are not chargeable to him. *Munnell v. Rowlette*, 275 Minn. 94, 145 N.W. 2d 531 (1966).

Act applies to city charter election. Op. Atty. Gen. 627B-1, August 18, 1966.

Committee formed to support constitutional amendment must file statement of receipts and disbursements. Op. Atty. Gen. 627B-2, August 26, 1952.

The term “voluntary committee” is but another name for a political committee under this section. Such a committee may not be organized as a mere subterfuge to evade the Fair Campaign Practices Act. Op. Atty. Gen. 627C-7, August 30, 1946.

The Fair Campaign Practices Act applies to activities of which the purpose is to secure the adoption or defeat of a constitutional amendment. The act also applies to the activities of a committee formed for purpose of bringing about or preventing the adoption of an ordinance. Op. Atty. Gen. 627B-1, October 14, 1942.

211B.02 FALSE CLAIM OF SUPPORT

A person or candidate may not knowingly make, directly or indirectly, a false claim stating or implying that a candidate or ballot question has the support or endorsement of a major political party or party unit or of an organization. A person or candidate may not state in written campaign material that the candidate or ballot question has the support or endorsement of an individual without first getting written permission from the individual to do so.

History: [1988 c 578 art 3 s 2](#)

211B.02 NOTES & DECISIONS

Campaign statute governing false claims of support, violated by Minnesota Supreme Court candidate who falsely claimed that a party’s judicial-election committee endorsed her, was not overbroad in violation of the First Amendment; statute only prohibited a candidate from making a knowingly false claim, statute did not prohibit a candidate from truthfully reporting receipt of a party sub-unit’s endorsement, and counter-speech, even media statements and retractions, was not an effective alternative means to combat false claims of support or endorsement. *Linert v. MacDonald*, 901 N.W.2d 664 (Minn. Ct. App. 2017).

Complainant demonstrated by a preponderance of the evidence that Respondent violated statute by falsely stating in written campaign material that Respondent had the endorsement of particular state legislators. *Forney v. Bourn*, OAH 11-0325-20954-CV (March 19, 2010).

Complainant failed to demonstrate by a preponderance of the evidence that Respondent violated statute by stating that Respondent had endorsement of union before endorsement was officially made; statute requires candidates to obtain written permission before claiming to have been endorsed by individuals, not organizations. *Bourn v. Forney*, OAH 11-0325-20954-CV (March 19, 2010).

Complainant failed to demonstrate by a preponderance of the evidence that Respondent violated statute where Respondent’s website from a previous campaign, accessible only due to a web-browser glitch, accurately described endorsements made in that campaign, and Respondent corrected error when she learned of it. *Bourn v. Forney*, OAH 11-0325-20954-CV (March 19, 2010).

Statute requires actual written permission of purported endorser in order to allow claim of endorsement; there is no exception for national political leaders, or for inferences drawn from leaders’ public statements. *Repke v. Saint Paul Better Ballot Campaign*, OAH 3-0325-20939-CV (November 30, 2009).

Candidate’s claim of endorsement from a person, published without the person’s written permission, justified levying fine on candidate, even though person did in fact support candidate. *Bicking v. Rybak*, OAH 4-6326-20522-CV (July 28, 2009).

Use of sample ballot falsely implied party endorsement. Matter of Contest of Election in DFL Primary, 344 N.W.2d 826 (Minn. 1983).

Prominent political leaders are not “units of political party.” *Graves v. Meland*, 264 N.W.2d 401 (Minn. 1978).

211B.03 USE OF THE TERM REELECT

A person or candidate may not, in the event of redistricting, use the term “reelect” in a campaign for elective office unless the candidate is the incumbent of that office and the office represents any part of the new district.

History: [1988 c 578 art 3 s 3](#)

211B.04 CAMPAIGN MATERIAL MUST INCLUDE DISCLAIMER

- Subd. 1. **Campaign material.** (a) A person who participates in the preparation or dissemination of campaign material other than as provided in section [211B.05](#), subdivision 1, that does not prominently include the name and address of the person or committee causing the material to be prepared or disseminated in a disclaimer substantially in the form provided in paragraph (b) or (c) is guilty of a misdemeanor.
- (b) Except in cases covered by paragraph (c), the required form of disclaimer is: "Prepared and paid for by the committee, (address)" for material prepared and paid for by a principal campaign committee, or "Prepared and paid for by the committee, (address)" for material prepared and paid for by a person or committee other than a principal campaign committee. The address must be either the committee's mailing address or the committee's website, if the website includes the committee's mailing address. If the material is produced and disseminated without cost, the words "paid for" may be omitted from the disclaimer.
- (c) In the case of broadcast media, the required form of disclaimer is: "Paid for by the committee." If the material is produced and broadcast without cost, the required form of the disclaimer is: "The committee is responsible for the content of this message."
- Subd. 2. **Independent expenditures.** (a) The required form of the disclaimer on a written independent expenditure is: "This is an independent expenditure prepared and paid for by (name of entity participating in the expenditure), (address). It is not coordinated with or approved by any candidate nor is any candidate responsible for it." The address must be either the entity's mailing address or the entity's website, if the website includes the entity's mailing address. When a written independent expenditure is produced and disseminated without cost, the words "and paid for" may be omitted from the disclaimer.
- (b) The required form of the disclaimer on a broadcast independent expenditure is: "This independent expenditure is paid for by (name of entity participating in the expenditure). It is not coordinated with or approved by any candidate nor is any candidate responsible for it." When a broadcast independent expenditure is produced and disseminated without cost, the following disclaimer may be used: "..... (name of entity participating in the expenditure) is responsible for the contents of this independent expenditure. It is not coordinated with or approved by any candidate nor is any candidate responsible for it."
- Subd. 3. **Material that does not need a disclaimer.** (a) This section does not apply to fund-raising tickets, business cards, personal letters, or similar items that are clearly being distributed by the candidate.
- (b) This section does not apply to an individual or association that is not required to register or report under chapter [10A](#) or [211A](#).
- (c) This section does not apply to the following:
- (1) bumper stickers, pins, buttons, pens, or similar small items on which the disclaimer cannot be conveniently printed;
 - (2) skywriting, wearing apparel, or other means of displaying an advertisement of such a nature that the inclusion of a disclaimer would be impracticable; and
 - (3) online banner ads and similar electronic communications that link directly to an online page that includes the disclaimer.
- (d) This section does not modify or repeal section [211B.06](#).

Subd. 4. **Websites.** The requirements of this section are satisfied for an entire website or social media page when the disclaimer required in subdivision 1 or 2 appears once on the home page of the site.

Subd. 5. **Font size.** For written communications other than an outdoor sign, website, or social media page, the disclaimer must be printed in 8-point font or larger.

History: [1988 c 578 art 3 s 4](#); [1991 c 227 s 24](#); [1998 c 376 s 2](#); [2004 c 293 art 3 s 2](#); [2010 c 397 s 15](#); [2015 c 73 s 22](#); [2018 c 119 s 33](#)

211B.04 NOTES & DECISIONS

Statute requiring campaign materials to include disclaimer regarding preparation of materials did not impermissibly restrict right to free speech, because statute expressly limited reach to political candidates and campaign committees. *Lewison v. Hutchinson*, 929 N.W.2d 444 (Minn. Ct. App. 2019).

Public display of political candidate's lawn signs without required disclaimer to inform voters about election-related spending was continuing violation of statute requiring disclaimer, and thus applicable one-year limitations period for challenging violations of statute did not begin to run while signs remained up. *Lewison v. Hutchinson*, 929 N.W.2d 444 (Minn. Ct. App. 2019).

Respondent's "legislative review", distributed as a paid insert to local paper, substantially complied with disclaimer requirement contained in statute. *Gadsden v. Kiffmeyer*, OAH 3-0320-21609-CV (November 1, 2010).

Because disclaimer requirement in statute could be violated by completely truthful anonymous statements made by individuals acting independently from any candidate and using their own resources, and there were no overriding state interests that permitted statute to limit such political expression under the exacting scrutiny standard, disclaimer requirement was overbroad and unconstitutional, restricted pure speech in violation of the First Amendment. *Riley v. Jankowski*, 713 N.W.2d 379 (Minn. App. 2006).

Because disclaimer requirement in statute directly attacks core political speech unsupported by an interest in avoiding the appearance of corruption, statute violates the First Amendment. *Minnesota Citizens Concerned for Life, Inc. v. Kelley*, 291 F.Supp.2d 1052 (D. Minn. 2003), affirmed in part and reversed in part on other grounds, 427 F.3d 1106 (8th Cir. 2005).

Former sections (a) and (b) of this section were unconstitutional pursuant to *McIntyre v. Ohio Elections Comm'n*, 514 U.S. 334, 115 S. Ct. 1511 (1994). Op. Atty. Gen. 82t, August 27, 1997.

Absence of authorship clause on cards held trivial. *Miske v. Fisher*, 193 Minn. 514, 259 N.W. 18 (1935).

If open letter is circulated in interest of better government and not for particular candidate, then section does not require, in addition to author's name and address, name of any candidate. Op. Atty. Gen. 627J-3, October 6, 1948. See also Op. Atty. Gen. 627J-3, February 10, 1947 on the same issue.

Emery boards must bear name and address of author. Op. Atty. Gen. 627F-1, September 24, 1948.

Sticker with nothing more on it than the name of a person for whom votes are desired is not in effect a campaign card. Op. Atty. Gen. 627J-1, August 18, 1942.

Use of a patriotic poster with candidate's solicitation of votes thereon must bear the name and address of the author. Op. Atty. Gen. 627F-1, August 18, 1942.

Name of person or persons on committee who authorize insertion of advertisement must be stated. Op. Atty. Gen. 627C-5, October 1, 1938.

Candidate for office may include word "lawyer" on campaign card but such a card must contain address of author, while card containing a mere statement that a person is a candidate for office without anything in the way of an appeal or argument does not need to state its authorship. Op. Atty. Gen. 627J-1, March 16, 1936.

211B.045 NONCOMMERCIAL SIGNS EXEMPTION

All noncommercial signs of any size may be posted in any number beginning 46 days before the state primary in a state general election year until ten days following the state general election. Municipal ordinances may regulate the size and number of noncommercial signs at other times.

History: [1990 c 585 s 30](#); [2004 c 142 s 1](#); [2010 c 184 s 42](#); [2013 c 131 art 2 s 74](#)

211B.05 PAID ADVERTISEMENTS IN NEWS

- Subd. 1. **Acceptance of paid advertisements.** A newspaper, periodical, or magazine may not intentionally accept for insertion in the newspaper, magazine, or periodical a political advertisement unless the words “PAID ADVERTISEMENT,” and the disclaimer required under section [211B.04](#) are included at the beginning or end of the advertisement. The disclaimer must be in a legible text size and font. A radio station, television station, or cable system may not accept for broadcast a political advertisement unless the words “PAID ADVERTISEMENT” are included at the beginning or end of the advertisement.
- Subd. 2. **Advertising rates.** Rates charged for advertising to support or oppose a candidate or ballot question must be the same as the charges made for any other political candidate and may be no greater than charges made for any other comparable purpose or use according to the seller’s rate schedule.
- Subd. 3. **Compensation prohibited, except for paid advertisement.** An owner, publisher, editor, reporter, agent, broadcaster, or employee of a newspaper, periodical, magazine, radio or television broadcast station, or cable system may not directly or indirectly solicit, receive, or accept a payment, promise, or compensation, nor may a person pay or promise to pay or in any manner compensate an owner, publisher, editor, reporter, agent, broadcaster, or employee directly or indirectly for influencing or attempting to influence voting at an election or primary through printed material in the newspaper or periodical, or radio, television, or cable broadcast, except as a “PAID ADVERTISEMENT” as provided in this section.
- Subd. 4. **Unpaid material identification.** Unpaid material published in a newspaper, magazine, or other publication that is: (1) in unique typeset or otherwise differentiated from other unpaid material, (2) designed to influence or attempt to influence the voting at any election or the passage or defeat of legislation, and (3) not placed on the editorial page must be clearly identified as an editorial opinion.

History: [1988 c 578 art 3 s 5](#); [2001 c 143 s 1](#)

211B.05 NOTES & DECISIONS

Newspaper’s decision to reprint candidates’ campaign ads due to errors in initial printing did not violate statute, even though reprinting, unlike initial printing, was in ad space usually costing more than candidates paid for initial printing. *Clausen v. Star Tribune*, OAH 3-0325-20975-CV (November 23, 2009).

211B.06 FALSE POLITICAL AND CAMPAIGN MATERIAL

- Subd. 1. **Gross misdemeanor.** A person is guilty of a gross misdemeanor who intentionally participates in the preparation, dissemination, or broadcast of paid political advertising or campaign material with respect to the personal or political character or acts of a candidate, or with respect to the effect of a ballot question, that is designed or tends to elect, injure, promote, or defeat a candidate for nomination or election to a public office or to promote or defeat a ballot question, that is false, and that the person knows is false or communicates to others with reckless disregard of whether it is false.

A person is guilty of a misdemeanor who intentionally participates in the drafting of a letter to the editor with respect to the personal or political character or acts of a candidate, or with respect to the effect of a ballot question, that is designed or tends to elect, injure, promote, or defeat any candidate for nomination or election to a public office or to promote or defeat a ballot question, that is false, and that the person knows is false or communicates to others with reckless disregard of whether it is false.

Subd. 2. **Exception.** Subdivision 1 does not apply to any person or organization whose sole act is, in the normal course of their business, the printing, manufacturing, or dissemination of the false information.

History: [1988 c 578 art 3 s 6](#); [1998 c 376 s 3](#)

211B.06 NOTES & DECISIONS

***IMPORTANT: In the case of *281 Care Committee et al v. Arneson et al.*, (Case No. 13-1229) issued September 2, 2014, the United States Court of Appeals for the Eighth Circuit determined that 211B.06 failed a constitutional challenge under the First Amendment and was void.

Claim that district court improperly refused to accept candidate's election contest filing because district court's decision was not a "duty concerning an election"; statute is not a broad vehicle through which any conduct with any relationship to an election, however tangential, can be challenged. *Carlson v. Ritchie*, 830 N.W.2d 887 (Minn. 2013).

Budget projection based on "worst case" scenario was not sufficient to establish actual malice, and therefore publication of projection in support of ballot question did not constitute publication of a false statement in connection with a ballot question; using "worst case" assumptions was more akin to producing a "slanted" statement than it was to producing a statement that was demonstrably false. *Abrahamson v. Saint Louis Cnty. Sch. Dist.*, 819 N.W.2d 129 (Minn. 2012).

Claim alleging a violation of statute that made it a criminal offense to publish a false statement to defeat a ballot question was required to be filed within one year of the publication of the statement. *Abrahamson v. Saint Louis Cnty. Sch. Dist.*, 819 N.W.2d 129 (Minn. 2012).

Suit was not void for failure to state a claim for which relief could be granted because statute presents a credible threat of prosecution for non-defamatory speech about ballot initiatives and plaintiffs presented sufficient allegations that their non-defamatory speech about ballot initiatives had been chilled to survive a motion to dismiss. *281 Care Comm. v. Arneson*, 638 F.3d 621 (8th Cir. 2011).

Complaint failed to provide sufficient evidence to demonstrate that Respondent violated statute because evidence was insufficient to prove that the Respondent knew that his challenged statement in newspaper advertisement was false or that he communicated it with reckless disregard as to whether it was false. *Carpenter v. Walker*, OAH 8-0325-21583-CV (October 25, 2010).

Complainant failed to provide sufficient evidence to demonstrate that Respondent violated statute because evidence is insufficient to prove that Respondent knew that challenged statement in campaign materials was false or that he communicated it with reckless disregard as to whether it was false. *Fatland v. Smith*, OAH 8-0325-21219-CV (June 9, 2010).

Respondent's challenged statement in advertisement, while incomplete and somewhat misleading, was not false within meaning of statute. *Erickson v. Education Minnesota Local 1406*, OAH 15-0325-21158-CV (May 18, 2010).

Respondent's challenged statement in advertisement was not false within meaning of statute. *House Republican Campaign Comm. v. Alliance for a Better Minnesota*, OAH 3-0320-21132-CV (April 27, 2010).

Summary disposition for Respondent was appropriate because Complainant produced no evidence that Respondent's challenged statements were factually false or that Respondent disseminated them with reckless disregard as to whether they were false. *Thul v. Minnesota DFL Party*, OAH 11-0320-21159-CV (April 20, 2010).

Statute is directed against false statements of specific facts, and does not prohibit inferences or implications, even if misleading; moreover, statement that must be proved false is not necessarily the literal phrase published but rather what a reasonable reader would have understood the author to have said. *Hauer v. Katch*, OAH 8-0325-20710-CV (August 3, 2009)

Statute mandated fine be levied upon person who wrote letter to residents of city criticizing City Council and containing factual allegation writer knew to be false; letter constituted "campaign material" under meaning of statute. *Pahl v. Mucciacciaro*, OAH 8-6381-20067-CV (February 11, 2009)

Violation of the statutory prohibition of false campaign material requires a finding of both a false statement and actual malice of reckless disregard. Statements criticizing official conduct do not lose constitutional protection merely because they are criticisms and effectively diminish an official's reputation. Statements in candidate's campaign flyer held to be false contentions of fact, rather than statements of opinion protected under the First Amendment. Penalty of \$800 for candidate's violation of statutory prohibition on false campaign material, based on candidate's willfulness and on gravity of violations, held valid. *Fine v. Bernstein*, 726 N. W. 2d 137 (Minn. App. 2007).

Rights to jury trial of successful candidates in city council election were not violated by administrative hearing process that heard allegations by their opponents that they violated statutes establishing financial-reporting requirements for political candidates and committees acting to influence elections and statutes regulating campaign practices. *Riley v. Jankowski*, 713 N.W.2d 379 (Minn. App. 2006).

As-applied constitutional challenge to election statute prohibiting false statements that hinged on party-endorsed candidate's being prosecuted for allegedly falsely claiming to be only party member who was candidate in county commissioner race was mooted when charges against candidate were dismissed with prejudice. *Republican Party of Minn., Third Congressional Dist. v. Klobuchar*, 381 F.3d 785 (8th Cir. 2004)

This section is not preempted by the Federal Election Campaign Act. However, it is unconstitutionally overbroad because it extends to statements not made with "actual malice." *State v. Jude*, 554 N.W.2d 750 (Minn. Ct. App. 1996).

Extreme and illogical inferences drawn from accurate fact statement was not "false information." *Kennedy v. Voss*, 304 N.W.2d 299 (Minn. 1981).

Campaign circular containing earlier laudatory statements about a candidate is not defamatory and, therefore, does not violate this section. *Graves v. Meland*, 264 N.W. 2d 401 (Minn. 1978).

False representation regarding source of information is not violation of election laws as long as information is true. *Grotjohn v. McCollar*, 291 Minn. 344, 191 N.W. 2d 396 (1971).

Candidate who denied prior knowledge of the details and method of publishing alleged falsehood did not violate Fair Campaign Practices Act. In re County Commissioner for Wright County, 289 Minn. 523, 185 N.W. 2d 277 (1971).

Although defamatory of supporters of a candidate, a campaign document held not defamatory of candidate himself and so no violation of Corrupt Practices Act. *Dart v. Erickson*, 188 Minn. 344, 191 N.W. 2d 396 (1971).

211B.07 UNDUE INFLUENCE ON VOTERS PROHIBITED

A person may not directly or indirectly use or threaten force, coercion, violence, restraint, damage, harm, loss, including loss of employment or economic reprisal, undue influence, or temporal or spiritual injury against an individual to compel the individual to vote for or against a candidate or ballot question. Abduction, duress, or fraud may not be used to obstruct or prevent the free exercise of the right to vote of a voter at a primary or election, or compel a voter to vote at a primary or election. Violation of this section is a gross misdemeanor.

History: 1988 c 578 art 3 s 7

211B.07 NOTES & DECISIONS

Complainant failed to demonstrate preponderance of the evidence that Respondent sheriff threatened coercion, harm, or loss in order to compel him to cast a ballot for Respondent in the fall election. *Turcotte v. Dahl*, OAH 4-0325-21569-CV (October 25, 2010).

Statute requires showing that accused party used or threatened force, coercion, violence, harm, undue influence, or other similar tactics to compel a person to vote for him or another candidate; showing that accused told a person not to vote for another candidate is insufficient. *Smith v. Ewanika*, OAH 12-6302-20444-CV (April 1, 2009).

Campaign flyers distributed by city council candidate, stating that if recipients of the flyers did not remove lawn signs supporting opponent, that would "not go unnoticed in the future," did not threaten voters in violation of section of Fair Campaign Practices Act prohibiting exerting undue influence on voters; vaguely ominous-sounding language did not make any specific threat. *Menne v. Phillips*, 2008 WL 2102721 (Minn. App. May 20, 2008) (unpublished op.).

In absence of showing that incumbent municipal judge by his presence in courtroom on court business for some 1-1/2 hours during morning of election had interfered with conduct of election in adjacent polling place or had sought to influence voters or that he was aware that sticker campaign was being conducted for another candidate for his office, election of incumbent was not invalid on ground that he had violated election statutes. *Munnell v. Rowlette*, 275 Minn. 92, 145 N.W. 2d 531 (1966).

While action of police officer in interfering with campaign worker for sticker candidate for municipal judge was unwarranted where action was not that of opposing candidate and there was nothing to show that opponent had sanctioned such action, any violation of Corrupt Practices Act would be chargeable to opponent. *Id.*

Where it is customary for incumbent judge to release prisoners convicted of misdemeanors before Christmas each year so as to permit them to earn money for Christmas shopping, and there was no showing that prisoners released pursuant to that practice shortly before election in which incumbent was candidate where voters in village where election was to be held or had been directed or solicited to vote for incumbent in exchange for their freedom, there was nothing in such conduct to justify any invalidation of incumbent's reelection. *Id.*

Corrupt Practices Act is directed to actions of candidates for office and to persons for who he is responsible. *Id.*

Standing in line by nonvoters and the abuse of the right to challenge voters constitute gross misdemeanors under Minnesota law. Op. Atty. Gen. 182, October 26, 1964.

Judgment that contestee's attempted coercion of voters on public relief by threats that he, as chairman of emergency relief board, would have them removed from relief if they did not support him in his campaign for county commissioner, was limited in character and that his election was free from offensive and illegal acts is reversed and judgment directed that contestee's election be annulled and set aside. *Fritz v. Hanfler*, 195 Minn. 640 263 N.W. 10 (1935).

211B.08 SOLICITATION OF CONTRIBUTIONS PROHIBITED

A religious, charitable, or educational organization may not request a candidate or committee to contribute to the organization, to subscribe for the support of a club or organization, to buy tickets to entertainment, or to pay for space in a publication. This section does not apply to:

- (1) the solicitation of a business advertisement in periodicals in which the candidate was a regular contributor, before candidacy;
- (2) ordinary business advertisements;
- (3) regular payments to a religious, charitable, or educational organization, of which the candidate was a member, or to which the candidate was a contributor for more than six months before candidacy; or
- (4) ordinary contributions at church services.

History: 1988 c 578 art 3 s 8

Special Note from the Office of the Revisor of Statutes: This section was found unconstitutional in *Minnesota Citizens Concerned for Life, Inc. v. Kelley*, 427 F.3d 1106 (8th Cir. 2005). See Notes & Decisions below for further details.

211B.08 NOTES & DECISIONS

Provision prohibiting religious, charitable, or educational organizations from requesting donations from candidates or committees was not narrowly tailored to serve state interest in prohibiting organizations from soliciting money from candidates in exchange for votes, and thus violated those organizations' First Amendment right to solicit contributions. *Minnesota Citizens Concerned for Life, Inc. v. Kelley*, 427 F.3d 1106 (8th Cir. 2005), reversing 291 F.Supp.2d 1052 (D. Minn. 2003).

211B.09 PROHIBITED PUBLIC EMPLOYEE ACTIVITIES

An employee or official of the state or of a political subdivision may not use official authority or influence to compel a person to apply for membership in or become a member of a political organization, to pay or promise to pay a political contribution, or to take part in political activity. A political subdivision may not impose or enforce additional limitations on the political activities of its employees.

History: 1988 c 578 art 3 s 9

211B.09 NOTES & DECISIONS

Display of campaign literature at courthouse not within meaning of "compel". *Burns v. Valen*, 400 N.W. 2d 123 (Minn. Ct. App. 1987).

211B.10 INDUCING OR REFRAINING CANDIDACY; TIME OFF FOR PUBLIC OFFICE MEETINGS

Subd. 1. **Inducing or refraining from candidacy.** A person may not reward or promise to reward another in any manner to induce the person to be or refrain from or cease being a candidate. A person may not solicit or receive a payment, promise, or reward from another for this purpose.

Subd. 1a. **Prohibited activities of a political party.** A political party unit may not, through imposition or threatened imposition of any fine, sanction, or other penalty, attempt to coerce an individual who does not have the party unit's official endorsement as a means to prevent the individual from filing as a candidate for office.

Subd. 2. **Time off for public office meetings.** A person elected to a public office must be permitted time off from regular employment to attend meetings required by reason of the public office. The time off may be without pay, with pay, or made up with other hours, as agreed between the employee and employer. When an employee takes time off without pay, the employer shall make an effort to allow the employee to make up the time with other hours when the employee is available. No retaliatory action may be taken by the employer for absences to attend meetings necessitated by reason of the employee's public office.

History: [1988 c 578 art 3 s 10](#); [2012 c 250 s 3](#)

211B.11 ELECTION DAY PROHIBITIONS

Subd. 1. **Soliciting near polling places.** A person may not display campaign material, post signs, ask, solicit, or in any manner try to induce or persuade a voter within a polling place or within 100 feet of the building in which a polling place is situated, or anywhere on the public property on which a polling place is situated, on primary or election day to vote for or refrain from voting for a candidate or ballot question. A person may not provide political badges, political buttons, or other political insignia to be worn at or about the polling place on the day of a primary or election. A political badge, political button, or other political insignia may not be worn at or about the polling place on primary or election day. This section applies to areas established by the county auditor or municipal clerk for absentee voting as provided in chapter [203B](#).

Nothing in this subdivision prohibits the distribution of "I VOTED" stickers as provided in section [204B.49](#).

Subd. 3. **Transportation of voters to polling place; penalty.** A person transporting a voter to or from the polling place may not ask, solicit, or in any manner try to induce or persuade a voter on primary or election day to vote or refrain from voting for a candidate or ballot question.

Subd. 4. **Penalty.** Violation of this section is a petty misdemeanor.

History: [1988 c 578 art 3 s 11](#); [1989 c 291 art 1 s 32](#); [1993 c 223 s 25](#); [2014 c 288 art 2 s 8](#); [2017 c 92 art 1 s 27](#)

211B.11 NOTES & DECISIONS

Minnesota statute and election policy prohibiting display of political materials, including political apparel in the polling place, as applied, did not violate political organization's freedom of speech rights under First Amendment; banning apparel with organization's name and logo was reasonable because it was wholly consistent with state's legitimate interest in preserving polling place decorum and neutrality. *Minnesota Majority v. Mansky*, 849 F.3d 749 (8th Cir. 2017), cert. granted 138 S.Ct. 446.

Excluding political organization's "Please I.D. Me" buttons from polling place was rationally related to state's interests in maintaining decorum of the polls, preserving integrity of elections, and protecting voters from confusion and undue influence. Statute and election policy prohibiting display of political materials in the polling place, as applied, did not violate First Amendment right to freedom of speech. *Minnesota Majority v. Mansky*, 62 F.Supp.3d 870 (D. Minn. 2014).

Statute did not facially violate First Amendment right to freedom of speech, because statute was viewpoint neutral as applicable to all political material regardless of viewpoint, was reasonable restriction of speech in nonpublic forum in light of purpose that forum served and state's legitimate interest in maintaining peace, order, and decorum in polling place, and had plainly legitimate sweep. As-applied challenge remanded to district court for further proceedings. *Minnesota Majority v. Mansky*, 708 F.3d 1051 (8th Cir. 2013).

Statute prohibiting display of political material at or about the polling place, as applied by written state election day policy prohibiting wearing of political buttons and clothing, was viewpoint neutral and was reasonably related to the legitimate state interest of maintaining safe, orderly, advocacy-free polling places, as required by First Amendment; inclusion of illustrative examples in policy, including plaintiffs' political organization, did not alter the viewpoint neutrality of the policy, and fact that policy was promulgated following plaintiff election judge's inquiry did not support a finding that the policy was

not viewpoint neutral or that the restrictions were content-based. *Minnesota Majority v. Mansky*, 789 F.Supp.2d 1112 (D. Minn. 2011).

Suit against county officials and Secretary of State alleging that enforcement of statutory bar on the wearing of political badges, political buttons, and other political insignia within polling places violated plaintiffs' constitutional rights failed to state a claim for which relief could be granted. *Minnesota Majority v. Mansky*, No. 10-4401 (D. Minn. Apr. 29, 2011).

Statute does not apply to private property or against a person who displays campaign material within a private business. Statute does apply to candidate who drove past polling place on election day in truck bearing campaign sign promoting his candidacy. *Schimming v. Riverblood*, OAH 7-6347-20326-CV (June 5, 2009).

This section forbids erection of campaign sign before election day for display on election day within 100 feet of polling place. *State v. Zimmer*, Findings of Fact, Conclusions of Law and Order, No. T3-94-3002 (Mille Lacs Co. Dist. Ct., May 5, 1995).

Former subdivision 2 prohibiting Election Day campaigning was unconstitutional. Op. Atty. Gen. 627-h, August 28, 1989.

There is no provision of the Minnesota election law prohibiting the posting of signs within one hundred feet of a polling place except such posting may not be done on Election Day. Op. Atty. Gen. 627H, May 31, 1966.

Stickers may not be distributed at or within the polling place or within one hundred feet thereof on Election Day. Op. Atty. Gen. 627B-8, March 9, 1945.

Stickers may not be left in an election polling place on Election Day. Op. Atty. Gen. 28A-8, August 7, 1942.

211B.12 LEGAL EXPENDITURES

Use of money collected for political purposes is prohibited unless the use is reasonably related to the conduct of election campaigns, or is a noncampaign disbursement as defined in section [10A.01, subdivision 26](#). The following are permitted expenditures when made for political purposes:

- (1) salaries, wages, and fees;
- (2) communications, mailing, transportation, and travel;
- (3) campaign advertising;
- (4) printing;
- (5) office and other space and necessary equipment, furnishings, and incidental supplies;
- (6) charitable contributions of not more than \$100 to any charity organized under section 501(c)(3) of the Internal Revenue Code annually, except that the amount contributed is not limited by this clause if the political committee, political fund, party unit, principal campaign committee, or campaign fund of a candidate for political subdivision office that made the contribution dissolves within one year after the contribution is made; and
- (7) other expenses, not included in clauses (1) to (6), that are reasonably related to the conduct of election campaigns. In addition, expenditures made for the purpose of providing information to constituents, whether or not related to the conduct of an election, are permitted expenses. Money collected for political purposes and assets of a political committee or political fund may not be converted to personal use.

History: [1988 c 578 art 3 s 12](#); [1993 c 318 art 2 s 48](#); [2008 c 295 s 23](#); [2010 c 327 s 27](#); [2015 c 73 s 23](#)

211B.12 NOTES & DECISIONS

Evidence that Respondent city council member spent campaign funds on hairstyling and dry-cleaning services and AAA membership is sufficient to show violation of statute; such expenses were not reasonably related to Respondent's campaign, and personal benefits conferred upon Respondent were so disproportionate as to convert disbursements to personal use. *Kaari v. Johnson*, OAH 8-0325-20970-CV (March 2, 2010).

The word "salary" is construed in an election contest as being used in broad sense of compensation embracing both "salary" and "fees". *Spokely v. Haaven*, 183 Minn. 467, 237 N.W. 11 (1931).

211B.13 BRIBERY, TREATING, AND SOLICITATION

- Subd. 1. **Bribery, advancing money, and treating prohibited.** A person who willfully, directly or indirectly, advances, pays, gives, promises, or lends any money, food, liquor, clothing, entertainment, or other thing of monetary value, or who offers, promises, or endeavors to obtain any money, position, appointment, employment, or other valuable consideration, to or for a person, in order to induce a voter to refrain from voting, or to vote in a particular way, at an election, is guilty of a felony. This section does not prevent a candidate from stating publicly preference for or support of another candidate to be voted for at the same primary or election. Refreshments of food or nonalcoholic beverages having a value up to \$5 consumed on the premises at a private gathering or public meeting are not prohibited under this section.
- Subd. 2. **Certain solicitations prohibited.** A person may not knowingly solicit, receive, or accept any money, property, or other thing of monetary value, or a promise or pledge of these that is a disbursement prohibited by this section or section [211B.15](#).

History: [1988 c 578 art 3 s 13](#); [2005 c 156 art 6 s 63](#)

211B.13 NOTES & DECISIONS

Newspaper's decision to reprint candidates' campaign ads due to errors in initial printing did not violate statute, even though reprinting, unlike initial printing, was in ad space usually costing more than candidates paid for initial printing. *Clausen v. Star Tribune*, OAH 3-0325-20975-CV (November 23, 2009).

Fact that candidate's campaign billboard is located on property owned by corporation is not sufficient to show that corporation made prohibited corporate contribution to candidate or his campaign committee. *Rego v. Emmer*, OAH 15-0320-20325-CV (March 18, 2009).

The making in good faith by a group of citizens to an entire county of an offer of site and money for a new court house is not a felony under this section. Op. Atty. Gen. 627B-3, May 6, 1954. Accord Op. Atty. Gen. 106-e, April 10, 1955.

Whether the distribution of objects such as matchbooks, pencils, emery boards, etc. is a violation of this section is a question of fact upon which the attorney general cannot pass judgment. Op. Atty. Gen. 627F-1, March 7, 1950.

Acceptance of cut in salary pursuant to resolution of county board would not be violation of Corrupt Practices Act. Op. Atty. Gen., July 27, 1933. For other opinions treating this issue see also Op. Atty. Gen. 359A-22, March 22, 1933; Op. Atty. Gen. 627B-3, March 20, 1933; Op. Atty. Gen. 359A-22, July 11, 1932 and January 27, 1932.

Giving of drink of liquor as act of mere hospitality is not violation of Corrupt Practices Act. *Engelbret v. Tuttle*, 185 Minn. 608, 242 N.W. 425 (1932).

Giving shower gifts to friends similar in value to gifts given by other guests was not a violation. Id.

The distribution by a candidate of free tickets to a county fair admitting children under 12 years of age free is a violation of this section. (Op. Atty. Gen. 627f-1, June 3, 1930).

Giving voter a drink of liquor while actively soliciting vote is a violation. *Miller v. Maier*, 136 Minn. 231, 161 N.W. 513 (1917).

It is not legal for a candidate to give away cigars in the election room while the polls are open. (Op. Atty. Gen. 627f-1, March 20, 1917).

211B.14 DIGEST OF LAWS

The secretary of state, with the approval of the attorney general, shall prepare and print an easily understandable digest of this chapter and annotations of it. The digest may include other related laws and annotations at the discretion of the secretary of state.

The secretary of state shall distribute the digest to candidates and committees through the county auditor or otherwise as the secretary of state considers expedient. A copy of the digest and, if appropriate, a financial reporting form and a certification of filing form must be distributed to each candidate by the filing officer at the time that the candidate's affidavit of candidacy is filed.

History: [1988 c 578 art 3 s 14](#); [1993 c 223 s 26](#); [1997 c 147 s 73](#)

211B.15 CORPORATE POLITICAL CONTRIBUTIONS

Subd. 1. **Definitions.** For purposes of this section, “corporation” means:

- (1) a corporation organized for profit that does business in this state;
- (2) a nonprofit corporation that carries out activities in this state; or
- (3) a limited liability company formed under chapter [322B](#) or [322C](#), or under similar laws of another state, that does business in this state.

Subd. 2. **Prohibited contributions.** (a) A corporation may not make a contribution or offer or agree to make a contribution directly or indirectly, of any money, property, free service of its officers, employees, or members, or thing of monetary value to a political party, organization, committee, or individual to promote or defeat the candidacy of an individual for nomination, election, or appointment to a political office.

(b) A political party, organization, committee, or individual may not accept a contribution or an offer or agreement to make a contribution that a corporation is prohibited from making under paragraph (a).

(c) For the purpose of this subdivision, “contribution” includes an expenditure to promote or defeat the election or nomination of a candidate to a political office that is made with the authorization or expressed or implied consent of, or in cooperation or in concert with, or at the request or suggestion of, a candidate or committee established to support or oppose a candidate but does not include an independent expenditure authorized by subdivision 3.

Subd. 3. **Independent expenditures.** A corporation may not make an expenditure or offer or agree to make an expenditure to promote or defeat the candidacy of an individual for nomination, election, or appointment to a political office, unless the expenditure is an independent expenditure. For the purpose of this subdivision, “independent expenditure” has the meaning given in section [10A.01, subdivision 18](#).

Subd. 4. **Ballot question.** A corporation may make contributions or expenditures to promote or defeat a ballot question, to qualify a question for placement on the ballot unless otherwise prohibited by law, or to express its views on issues of public concern. A corporation may not make a contribution to a candidate for nomination, election, or appointment to a political office or to a committee organized wholly or partly to promote or defeat a candidate.

Subd. 5. **News media.** This section does not prohibit publication or broadcasting of news items or editorial comments by the news media.

Subd. 6. **Penalty for individuals.** (a) An officer, manager, stockholder, member, agent, employee, attorney, or other representative of a corporation acting on behalf of the corporation who violates this section is subject to a civil penalty of up to ten times the amount of the violation, but in no case more than \$10,000, imposed by the [Campaign Finance and Public Disclosure Board](#) under chapter [10A](#) or imposed by the [Office of Administrative Hearings](#) under this chapter.

(b) Knowingly violating this section is a crime. An officer, manager, stockholder, member, agent, employee, attorney, or other representative of a corporation acting in behalf of the corporation who is convicted of knowingly violating this section may be fined not more than \$20,000 or be imprisoned for not more than five years, or both.

- Subd. 7. **Penalty for corporations.** (a) A corporation that violates this section is subject to a civil penalty of up to ten times the amount of the violation, but in no case more than \$10,000, imposed by the [Campaign Finance and Public Disclosure Board](#) under chapter [10A](#) or imposed by the Office of Administrative Hearings under this chapter.
- (b) Knowingly violating this section is a crime. A corporation convicted of knowingly violating this section is subject to a fine not greater than \$40,000. A convicted domestic corporation may be dissolved as well as fined. If a foreign or nonresident corporation is convicted, in addition to being fined, its right to do business in this state may be declared forfeited.
- Subd 7a. **Application of penalties.** No penalty may be imposed for a violation of this section that is subject to a civil penalty under section [10A.121](#).
- Subd 7b. **Knowing violations.** An individual or a corporation knowingly violates this section if, at the time of a transaction, the individual or the corporation knew:
- (1) that the transaction causing the violation constituted a contribution under chapter [10A](#), chapter [211A](#), or chapter [383B](#); and
 - (2) that the contributor was a corporation subject to the prohibitions of subdivision 2.
- Subd. 8. **Permitted activity; political party.** It is not a violation of this section for a political party, as defined in section [200.02, subdivision 7](#), to form a nonprofit corporation for the sole purpose of holding real property to be used exclusively as the party's headquarters.
- Subd. 9. **Media projects.** It is not a violation of this section for a corporation to contribute to or conduct public media projects to encourage individuals to attend precinct caucuses, register, or vote if the projects are not controlled by or operated for the advantage of a candidate, political party, or committee.
- Subd. 10. **Meeting facilities.** It is not a violation of this section for a corporation to provide meeting facilities to a committee, political party, or candidate on a nondiscriminatory and nonpreferential basis.
- Subd. 11. **Messages on premises.** It is not a violation of this section for a corporation selling products or services to the public to post on its public premises messages that promote participation in precinct caucuses, voter registration, or elections if the messages are not controlled by or operated for the advantage of a candidate, political party, or committee.
- Subd. 13. **Aiding violation; penalty.** An individual who aids, abets, or advises a violation of this section is guilty of a gross misdemeanor.
- Subd. 14. **Prosecutions; venue.** Violations of this section may be prosecuted in the county where the payment or contribution was made, where services were rendered, or where money was paid or distributed.
- Subd. 15. **Nonprofit corporation exemption.** The prohibitions in this section do not apply to a nonprofit corporation that:
- (1) is not organized or operating for the principal purpose of conducting a business;
 - (2) has no shareholders or other persons affiliated so as to have a claim on its assets or earnings; and
 - (3) was not established by a business corporation or a labor union and has a policy not to accept significant contributions from those entities.
- Subd. 16. **Employee political fund solicitation.** Any solicitation of political contributions by an employee must be in writing, informational and nonpartisan in nature, and not promotional for any particular candidate or group of candidates. The solicitation must consist only of a

general request on behalf of an independent political committee (conduit fund) and must state that there is no minimum contribution, that a contribution or lack thereof will in no way impact the employee's employment, that the employee must direct the contribution to candidates of the employee's choice, and that any response by the employee shall remain confidential and shall not be directed to the employee's supervisors or managers. Questions from an employee regarding a solicitation may be answered orally or in writing consistent with the above requirements. Nothing in this subdivision authorizes a corporate donation of an employee's time prohibited under subdivision 2.

Subd. 17. **Nonprofit corporation political activity.** It is not a violation of this section for a nonprofit corporation to provide administrative assistance to one political committee or political fund that is associated with the nonprofit corporation and registered with the campaign finance and public disclosure board under section [10A.14](#). Such assistance must be limited to accounting, clerical or legal services, bank charges, utilities, office space, and supplies. The records of the political committee or political fund may be kept on the premises of the nonprofit corporation.

The administrative assistance provided by the nonprofit corporation to the political committee or political fund is limited annually to the lesser of \$5,000 or 7-1/2 percent of the expenditures of the political committee or political fund.

History: [1988 c 578 art 3 s 15](#); [1989 c 209 art 2 s 26](#); [1992 c 517 art 1 s 1-9](#); [1993 c 318 art 2 s 49](#); [1996 c 459 s 3,4](#); [1997 c 202 art 2 s 63](#); [2010 c 397 s 16,17,18,20](#); [2013 c 138 art 1 s 51-53](#); [2015 c 73 s 24](#); [2016 c 135 art 4 s 8](#)

211B.15 NOTES & DECISIONS

District court did not abuse its discretion in denying preliminary injunction sought by Minnesota corporations to prevent enforcement of provision of Minnesota's Fair Campaign Practices law prohibiting corporate political contributions as in violation of their First Amendment speech rights. *Minnesota Citizens Concerned for Life, Inc. v. Swanson*, 692 F.3d 864 (8th Cir. 2012).

Statutory ban on direct corporate contributions to political candidates and affiliated entities, such as political parties, did not violate Equal Protection Clause; crucial differences existed between structure and functioning of corporations and unions that justified differential treatment under election laws. *Minnesota Citizens Concerned for Life, Inc. v. Swanson*, 640 F.3d 304 (8th Cir. 2011)

Corporations seeking preliminary injunction enjoining enforcement of Minnesota law precluding corporations from making direct contributions to candidates and political parties did not have likelihood of success on the merits of their claims that the law violated plaintiffs' constitutional rights. *Minnesota Citizens Concerned for Life, Inc. v. Swanson*, 741 F.Supp.2d 1115 (D. Minn. 2010).

Newspaper's decision to reprint candidates' campaign ads due to errors in initial printing did not violate statute, even though reprinting, unlike initial printing, was in ad space usually costing more than candidates paid for initial printing. *Clausen v. Star Tribune*, OAH 3-0325-20975-CV (November 23, 2009).

"Corporation," as used in statute, does not include school district or its board members. *Barry v. St. Anthony-New Brighton Independent School District 282*, OAH 3-6326-20564-CV (May 21, 2009).

Because of potential chilling effect on free speech rights of chambers of commerce that operated as nonprofit corporations, chambers satisfied injury-in-fact, requirement for Article III standing in action challenging constitutionality of statutes; case was ripe for review; and chambers had reasonable fear of prosecution under statute. *St. Paul Area Chamber of Commerce v. Gaertner*, 439 F.3d 481 (8th Cir. 2006).

See [M.S. 72A.12, subd. 5](#) (1988), pertaining to insurance companies.

Statute prohibiting corporate independent expenditures was unconstitutional as applied to certain nonprofit organizations. *Day v. Holohan*, 34 F.3d 1356 (8th Cir. 1994).

This section does not prohibit sponsorship of "conduit" or "nonpartisan" political action committees by a corporation. *Minnesota Association of Commerce and Industry v. Foley*, 316 N.W. 2d 524 (Minn. 1982).

211B.16 PROSECUTION

Subd. 3. **County attorney authority.** A county attorney may prosecute any violation of this chapter.

History: 1988 c 578 art 3 s 16; 2004 c 277 s 5

211B.16 NOTES & DECISIONS

County attorney may proceed by complaint and information rather than impaneling grand jury. Op. Atty. Gen. 627B-1, August 18, 1966.

Attorney employed to assist county attorney is not required to conduct a private and independent investigation but may conduct same so as to enable attorney to present the county attorney relevant facts and names of witnesses capable of giving competent testimony in proceeding. Op. Atty. Gen. 121A-1, September 29, 1952.

211B.17 FORFEITURE OF NOMINATION OR OFFICE; CIRCUMSTANCES WHERE NOT FORFEITED

Subd. 1. **Forfeiture of nomination or office.** Except as provided in subdivision 2, if a candidate is found guilty of violating this chapter or an offense was committed by another individual with the knowledge, consent, or connivance of the candidate, the court, after entering the adjudication of guilty, shall enter a supplemental judgment declaring that the candidate has forfeited the nomination or office. If the court enters the supplemental judgment, it shall transmit to the filing officer a transcript of the supplemental judgment, the nomination or office becomes vacant, and the vacancy must be filled as provided by law.

Subd. 2. **Circumstances where nomination or office not forfeited.** In a trial for a violation of this chapter, the candidate's nomination or election is not void if the court finds that:

- (1) an offense, though committed by the candidate or with the candidate's knowledge, consent, or connivance, was trivial; or
- (2) an act or omission of a candidate arose from accidental miscalculation or other reasonable cause, but in any case not from a want of good faith; and the court also finds that it would be unjust for a candidate to forfeit the nomination or election. None of these findings is a defense to a conviction under this chapter.

History: 1988 c 578 art 3 s 17

211B.17 NOTES & DECISIONS

Alleged violations of Fair Campaign Practices Act by newspaper stated no justiciable issue for election contest. *Derus v. Higgins*, 555 N.W.2d 515 (Minn. 1996).

211B.18 DISQUALIFIED CANDIDATE NOT TO HOLD VARIOUS POSITIONS

A candidate whose election to office has been set aside for a violation of this chapter may not be appointed, during the period fixed by law as the term of the office, to fill a vacancy in that office. A candidate or other individual who is convicted of a violation of this chapter may not be appointed, during the period fixed by law as the term of the office with respect to which the election was held and the offense was committed, to fill a vacancy that may occur in the office. An appointment to an office made contrary to the provisions of this section is void.

A candidate or other individual who is convicted of a violation of this chapter is not qualified, during the period fixed by law as the term of the office with respect to which the election was held and the offense was committed, to fill a vacancy in an office for which the legislature may establish qualifications under [article XII, section 3, of the Minnesota Constitution](#).

History: 1988 c 578 art 3 s 18

211B.18 NOTES & DECISIONS

Legislator excluded from office due to violation of Fair Campaign Practices Act could not be precluded from running in special election solely on account of that prior violation. *Pavlak v. Growe*, 284 N.W.2d 174 (Minn. 1979).

211B.19 PENALTIES FOR VIOLATION

A violation of this chapter for which no other penalty is provided is a misdemeanor.

History: 1988 c 578 art 3 s 19

211B.20 DENIAL OF ACCESS BY POLITICAL CANDIDATES TO MULTIPLE UNIT DWELLINGS

Subd. 1. **Prohibition.** (a) It is unlawful for a person, either directly or indirectly, to deny access to an apartment house, dormitory, nursing home, manufactured home park, other multiple unit facility used as a residence, or an area in which two or more single-family dwellings are located on private roadways to a candidate who has:

- (1) organized a campaign committee under applicable federal or state law;
- (2) filed a financial report as required by section [211A.02](#); or
- (3) filed an affidavit of candidacy for elected office.

A candidate granted access under this section must be allowed to be accompanied by campaign volunteers.

(b) Access to a facility or area is only required if it is located within the district or territory that will be represented by the office to which the candidate seeks election, and the candidate and any accompanying campaign volunteers seek access exclusively for the purpose of campaigning for a candidate or registering voters. The candidate must be seeking election to office at the next general or special election to be held for that office.

(c) A candidate and any accompanying campaign volunteers granted access under this section must be permitted to leave campaign materials for residents at their doors, except that the manager of a nursing home may direct that the campaign materials be left at a central location within the facility. The campaign materials must be left in an orderly manner.

(d) If a facility or area contains multiple buildings, a candidate and accompanying volunteers must be permitted to access more than one building on a single visit, but access is limited to only one building at a time. If multiple candidates are traveling together, each candidate and that candidate's accompanying volunteers is limited to one building at a time, but all of the candidates and accompanying volunteers traveling together must not be restricted to accessing the same building at the same time.

(e) A violation of this section is a petty misdemeanor.

Subd. 2. **Exceptions.** Subdivision 1 does not prohibit:

- (1) denial of admittance into a particular apartment, room, manufactured home, or personal residential unit;
- (2) requiring reasonable and proper identification as a necessary prerequisite to admission to a multiple unit dwelling;
- (3) in the case of a nursing home or a registered housing with services establishment providing assisted living services meeting the requirements of section [144G.03, subdivision 2](#), denial of permission to visit certain persons for valid health reasons;
- (4) limiting visits by candidates or volunteers accompanied by the candidate to a reasonable number of persons or reasonable hours;

(5) requiring a prior appointment to gain access to the facility; or

(6) denial of admittance to or expulsion from a multiple unit dwelling for good cause.

History: [1988 c 578 art 3 s 20](#); [2010 c 314 s 3](#); [7Sp2020 c 1 art 6 s 25](#)

Note: The revisor may make technical changes in other statutes that reference section 144G due to changes made to the section 144G during the 2021 legislative sessions.

211B.205 PARTICIPATION IN PUBLIC PARADES

If a public parade allows candidates, a candidate must be allowed to participate for a fee that is not greater than the amount that is charged to other units participating in the parade.

History: [1Sp2001 c 10 art 18 s 40](#)

211B.21 APPLICABILITY

Nothing in section [211B.17](#) or [211B.18](#) may be construed to limit the ability of each house of the legislature to act as judge of the election returns and eligibility of its own members.

History: [1988 c 578 art 3 s 21](#)

211B.31 DEFINITION

As used in sections [211B.32](#) to [211B.36](#), "office" means the Office of Administrative Hearings.

History: [2004 c 277 s 6](#)

211B.32 COMPLAINTS OF UNFAIR CAMPAIGN PRACTICES

Subd. 1. **Administrative remedy; exhaustion.** (a) Except as provided in paragraph (b), a complaint alleging a violation of chapter [211A](#) or [211B](#) must be filed with the office. The complaint must be finally disposed of by the office before the alleged violation may be prosecuted by a county attorney.

(b) Complaints arising under those sections and related to those individuals and associations specified in section [10A.022, subd. 3](#), must be filed with the Campaign Finance and Public Disclosure Board.

Subd. 2. **Limitation on filing.** The complaint must be filed with the office within one year after the occurrence of the act or failure to act that is the subject of the complaint, except that if the act or failure to act involves fraud, concealment, or misrepresentation that could not be discovered during that one-year period, the complaint may be filed with the office within one year after the fraud, concealment, or misrepresentation was discovered.

Subd. 3. **Form of complaint.** The complaint must be in writing, submitted under oath, and detail the factual basis for the claim that a violation of law has occurred. The office may prescribe the form of a complaint.

Subd. 4. **Proof of claim.** The burden of proving the allegations in the complaint is on the complainant. The standard of proof of a violation of section [211B.06](#), relating to false statements in paid political advertising or campaign material, is clear and convincing evidence. The standard of proof of any other violation of chapter [211A](#) or [211B](#) is a preponderance of the evidence.

Subd. 5. **Filing fee; waiver; refund.** (a) The complaint must be accompanied by a filing fee of \$50, unless filed by a filing officer under section [211A.05, subdivision 2](#).

(b) The office may waive the payment of the filing fee, if the individual seeking a waiver of the fee files with the office an affidavit stating that the individual is financially unable to pay the fee.

(c) The office may refund the filing fee of a complainant who prevails on the merits.

Subd. 6. **Service on respondent.** Upon receipt of the filed complaint, the office must immediately notify the respondent and provide the respondent with a copy of the complaint by the most expeditious means available.

History: [2004 c 277 s 7](#); [2013 c 138 art 1 s 54](#); [2015 c 73 s 26](#)

211B.32 NOTES & DECISIONS

On appeal of decision adjudicating claims of unfair campaign practices, appellate court presumes decisions of Office of Administrative Hearings are correct. *Lewison v. Hutchinson*, 929 N.W.2d 444 (Minn. Ct. App. 2019).

Claim alleging a violation of statute that made it a criminal offense to publish a false statement to defeat a ballot question was required to be filed within one year of the publication of the statement. *Abrahamson v. Saint Louis Cnty. Sch. Dist.*, 819 N.W.2d 129 (Minn. 2012).

Statutes that established administrative hearing process, which heard allegations filed by opponents of successful candidates in city council election that candidates violated statutes establishing financial-reporting requirements and statutes regulating campaign practices, did not unconstitutionally intrude on First Amendment rights of successful candidates, as statutes merely established a process to consider violations of election statutes and did not establish substantive law. *Riley v. Jankowski*, 713 N.W.2d 379 (Minn. App. 2006).

211B.33 PRIMA FACIE REVIEW

Subd. 1. **Time for review.** The chief administrative law judge must randomly assign an administrative law judge to review the complaint. Within one business day after the complaint was filed with the office, when practicable, but never longer than three business days, the administrative law judge must make a preliminary determination for its disposition.

Subd. 2. **Recommendation.** (a) If the administrative law judge determines that the complaint does not set forth a prima facie violation of chapter [211A](#) or [211B](#), the administrative law judge must dismiss the complaint.

(b) If the administrative law judge determines that the complaint sets forth a prima facie violation of section [211B.06](#) and was filed within 60 days before the primary or special election or within 90 days before the general election to which the complaint relates, the administrative law judge must conduct an expedited probable cause hearing under section [211B.34](#).

(c) If the administrative law judge determines that the complaint sets forth a prima facie violation of a provision of chapter [211A](#) or [211B](#), other than section [211B.06](#), and that the complaint was filed within 60 days before the primary or special election or within 90 days before the general election to which the complaint relates, the administrative law judge, on request of any party, must conduct an expedited probable cause hearing under section [211B.34](#).

(d) If the administrative law judge determines that the complaint sets forth a prima facie violation of chapter [211A](#) or [211B](#), and was filed more than 60 days before the primary or special election or more than 90 days before the general election to which the complaint relates, the administrative law judge must schedule an evidentiary hearing under section [211B.35](#).

Subd. 3. **Notice to parties.** The office must notify all parties of the determination made under subdivision 2. If the complaint is scheduled for hearing, the notice must identify the time and place of the hearing and inform all parties that they may submit evidence, affidavits, documentation, and argument for consideration by the administrative law judge.

Subd. 4. **Joinder and separation of complaints.** The chief administrative law judge may direct that two or more complaints be joined for disposition if the chief administrative law judge determines that the allegations in each complaint are of the same or similar character, are

based on the same act or failure to act, or are based on two or more acts or failures to act constituting parts of a common scheme or plan. If one complaint contains two or more allegations, the chief administrative law judge may separate the allegations, if they are not of the same or similar character, if they are not based on the same act or failure to act, or if they are not based on two or more acts or failures to act constituting parts of a common scheme or plan. If the chief administrative law judge separates the allegations in a complaint, the assigned administrative law judge or judges may make separate recommendations under subdivision 2 for each allegation.

History: [2004 c 277 s 8](#)

211B.34 PROBABLE CAUSE HEARING

Subd. 1. **Time for review.** The assigned administrative law judge must hold a probable cause hearing on the complaint no later than three business days after receiving the assignment if an expedited hearing is required by section [211B.33](#), except that for good cause the administrative law judge may hold the hearing no later than seven days after receiving the assignment. If an expedited hearing is not required by section [211B.33](#), the administrative law judge must hold the hearing not later than 30 days after receiving the assignment.

Subd. 2. **Disposition.** At the probable cause hearing, the administrative law judge must make one of the following determinations:

(a) The complaint is frivolous, or there is no probable cause to believe that the violation of law alleged in the complaint has occurred. If the administrative law judge makes either determination, the administrative law judge must dismiss the complaint.

(b) There is probable cause to believe that the violation of law alleged in the complaint has occurred. If the administrative law judge so determines, the chief administrative law judge must schedule the complaint for an evidentiary hearing under section [211B.35](#).

Subd. 3. **Reconsideration by chief administrative law judge.**

(a) If the administrative law judge dismisses the complaint, the administrative law judge shall provide to the complainant written notice of the right to seek reconsideration of the decision on the record by the chief administrative law judge.

(b) A petition for reconsideration must be filed within two business days after the dismissal. The chief administrative law judge must make a decision on the petition within three business days after receiving the petition. If the chief administrative law judge determines that the assigned administrative law judge made a clear error of law and grants the petition, within five business days after granting the petition, the chief administrative law judge shall schedule the complaint for an evidentiary hearing under section [211B.35](#).

History: [2004 c 277 s 9](#)

211B.35 EVIDENTIARY HEARING BY PANEL

Subd. 1. **Deadline for hearing.** When required by section [211B.34, subdivision 2 or 3](#), the chief administrative law judge must assign the complaint to a panel of three administrative law judges for an evidentiary hearing. The hearing must be held within the following times:

(1) ten days after the complaint was assigned, if an expedited probable cause hearing was requested or required under section [211B.33](#);

(2) 30 days after the complaint was filed, if it was filed within 60 days before the primary or special election or within 90 days before the general election to which the complaint relates;
or

(3) 90 days after the complaint was filed, if it was filed at any other time.

For good cause shown, the panel may extend the deadline set forth in clause (2) or (3) by 60 days.

Subd. 2. **Disposition of complaint.** The panel must determine whether the violation alleged in the complaint occurred and must make at least one of the following dispositions:

(a) The panel may dismiss the complaint.

(b) The panel may issue a reprimand.

(c) The panel may find that a statement made in a paid advertisement or campaign material violated section [211B.06](#).

(d) The panel may impose a civil penalty of up to \$5,000 for any violation of chapter [211A](#) or [211B](#).

(e) The panel may refer the complaint to the appropriate county attorney.

Subd. 3. **Time for disposition.** The panel must dispose of the complaint:

(1) within three days after the hearing record closes, if an expedited probable cause hearing was required by section [211B.33](#); and

(2) within 14 days after the hearing record closes, if an expedited probable cause hearing was not required by section [211B.33](#).

History: [2004 c 277 s 10](#)

211B.35 NOTES & DECISIONS

Statutes that established administrative hearing process, which heard allegations filed by opponents of successful candidates in city council election that candidates violated statutes establishing financial-reporting requirements and statutes regulating campaign practices, did not unconstitutionally intrude on First Amendment rights of successful candidates, as statutes merely established a process to consider violations of election statutes and did not establish substantive law. *Riley v. Jankowski*, 713 N.W.2d 379 (Minn. App. 2006).

211B.36 PROCEDURES

Subd. 1. **Evidence and argument.** The administrative law judge or panel may consider any evidence and argument submitted until a hearing record is closed, including affidavits and documentation, or may continue a hearing to enable the parties to submit additional testimony.

Subd. 2. **Withdrawal of complaint.** At any time before an evidentiary hearing under section [211B.35](#) begins, a complainant may withdraw a complaint filed under section [211B.32](#). After the evidentiary hearing begins, a complaint filed under section [211B.32](#) may only be withdrawn with the permission of the panel.

Subd. 3. **Costs.** If the assigned administrative law judge or panel determines the complaint is frivolous, they may order the complainant to pay the respondent's reasonable attorney fees and to pay the costs of the office in the proceeding in which the complaint was dismissed.

Subd. 4. **Hearings public.** A hearing under section [211B.34](#) or [211B.35](#) may be conducted by conference telephone call or by interactive television. All hearings must be open to the public.

Subd. 5. **Judicial review.** A party aggrieved by a final decision on a complaint filed under section [211B.32](#) is entitled to judicial review of the decision as provided in sections [14.63 to 14.69](#); however, proceedings on a complaint filed under section [211B.32](#) are not a contested case within the meaning of chapter [14](#) and are not otherwise governed by chapter [14](#).

History: [2004 c 277 s 11](#)

211B.36 NOTES & DECISIONS

On appeal of decision adjudicating claims of unfair campaign practices, appellate court presumes decisions of Office of Administrative Hearings are correct. *Lewison v. Hutchinson*, 929 N.W.2d 444 (Minn. Ct. App. 2019).

Statutes regulating campaign practices did not violate the separation-of-powers doctrine or amount to an unconstitutional delegation of district court's original jurisdiction. *Riley v. Jankowski*, 713 N.W.2d 379 (Minn. App. 2006).

211B.37 COSTS ASSESSED

Except as otherwise provided in section [211B.36, subdivision 3](#), the chief administrative law judge shall assess the cost of considering complaints filed under section [211B.32](#) as provided in this section. Costs of complaints relating to a statewide ballot question or an election for a statewide or legislative office must be paid from appropriations to the office for this purpose. Costs of complaints relating to any other ballot question or elective office must be paid from appropriation to the office for this purpose.

History: [2004 c 277 s 12](#); [2013 c 131 art 2 s 75](#); [2013 c 138 art 4 s 7](#); [2015 c 73 s 25](#); [2015 c 77 art 2 s 52](#)

RELATED LAWS - SELECTED PROVISIONS

Note: The following are selected provisions of laws related to the conduct of election campaigns in Minnesota and are provided for informational purposes only. Please refer to Minnesota Statutes for the full text of these sections.

10A.01 NON-CAMPAIGN DISBURSEMENT

- Subd. 18. **Independent expenditure.** "Independent expenditure" means an expenditure expressly advocating the election or defeat of a clearly identified candidate, if the expenditure is made without the express or implied consent, authorization, or cooperation of, and not in concert with or at the request or suggestion of, any candidate or any candidate's principal campaign committee or agent. An independent expenditure is not a contribution to that candidate. An independent expenditure does not include the act of announcing a formal public endorsement of a candidate for public office, unless the act announcing is simultaneously accompanied by an expenditure that would otherwise qualify as an independent expenditure under this subdivision.
- Subd. 26. **Noncampaign disbursement.** (a) "Non-campaign disbursement" means a purchase or payment of money or anything of value made, or an advance of credit incurred, or a donation in kind received, by a principal campaign committee for any of the following purposes:
- (1) payment for accounting and legal services;
 - (2) return of a contribution to the source;
 - (3) repayment of a loan made to the principal campaign committee by that committee;
 - (4) return of a public subsidy;
 - (5) payment for food, beverages, and necessary utensils and supplies, entertainment, and facility rental for a fund-raising event;
 - (6) services for a constituent by a member of the legislature or a constitutional officer in the executive branch as provided in section [10A.173, subdivision 1](#);
 - (7) payment for food and beverages consumed by a candidate or volunteers while they are engaged in campaign activities;
 - (8) payment for food or a beverage consumed while attending a reception or meeting directly related to legislative duties;
 - (9) payment of expenses incurred by elected or appointed leaders of a legislative caucus in carrying out their leadership responsibilities;
 - (10) payment by a principal campaign committee of the candidate's expenses for serving in public office, other than for personal uses;
 - (11) costs of child care for the candidate's children when campaigning;
 - (12) fees paid to attend a campaign school;
 - (13) costs of a post-election party during the election year when a candidate's name will no longer appear on a ballot or the general election is concluded, whichever occurs first;
 - (14) interest on loans paid by a principal campaign committee on outstanding loans;
 - (15) filing fees;
 - (16) post-general election holiday or seasonal cards, thank-you notes, or advertisements in the news media mailed or published prior to the end of the election cycle;
 - (17) the cost of campaign material purchased to replace defective campaign material, if the defective material is destroyed without being used;
 - (18) contributions to a party unit;
 - (19) payments for funeral gifts or memorials;

- (20) the cost of a magnet less than six inches in diameter containing legislator contact information and distributed to constituents; and
 - (21) costs associated with a candidate attending a political party state or national convention in this state;
 - (22) other purchases or payments specified in board rules or advisory opinions as being for any purpose other than to influence the nomination or election of a candidate or to promote or defeat a ballot question;
 - (23) costs paid to a third party for processing contributions made by a credit card, debit card, or electronic check;
 - (24) a contribution to a fund established to support a candidate's participation in a recount of ballots affecting that candidate's election;
 - (25) costs paid by a candidate's principal campaign committee for a single reception given in honor of the candidate's retirement from public office after the filing period for affidavits of candidacy for that office has closed;
 - (26) a donation from a terminating principal campaign committee to the state general fund; and
 - (27) a donation from a terminating principal campaign committee to a county obligated to incur special election expenses due to that candidate's resignation from state office.
- (b) The board must determine whether an activity involves a noncampaign disbursement within the meaning of this subdivision.
- (c) A noncampaign disbursement is considered to be made in the year in which the candidate made the purchase of goods or services or incurred an obligation to pay for goods or services.

10A.01 NOTES & DECISIONS

Corporations seeking preliminary injunction against enforcement of Minnesota statute, which defined independent expenditures that corporations were allowed to make advocating the election or defeat of a clearly identified candidate, were not likely to succeed on the merits of their claim that the definition was impermissibly vague under the First Amendment; definition did not apply to expenditures for issue advocacy or advocacy that did not use the "magic words," such as "vote for," "elect," "support," "vote against," and "defeat," which the Supreme Court had recognized as constituting express advocacy. *Minnesota Citizens Concerned for Life, Inc. v. Swanson*, 741 F.Supp.2d 1115 (D. Minn. 2010).

In order to avoid invalidation of statute on grounds that it is vague, overbroad, and regulated political speech in violation of the First Amendment, phrase "to influence the nomination or election of a candidate" in subs. 27 and 28 must be construed so as to mean that "political committee" is organization whose major purpose is nomination or election of a candidate and that "political fund" is fund used for express advocacy. *Minnesota Citizens Concerned for Life, Inc. v. Kelley*, 291 F.Supp.2d 1052 (D. Minn. 2003).

10A.121 INDEPENDENT EXPENDITURE AND BALLOT QUESTION POLITICAL COMMITTEES AND FUNDS

Subd. 1. **Permitted disbursements.** An independent expenditure political committee or fund, or a ballot question political committee or fund, may:

- (1) pay costs associated with its fund-raising and general operations;
- (2) pay for communications that do not constitute contributions or approved expenditures;
- (3) make contributions to independent expenditure or ballot question political committees or funds;
- (4) make independent expenditures;
- (5) make expenditures to promote or defeat ballot questions;
- (6) return a contribution to its source;
- (7) for a political fund, record bookkeeping entries transferring the association's general treasury money allocated for political purposes back to the general treasury of the association; and

(8) for a political fund, return general treasury money transferred to a separate depository to the general depository of the association.

Subd. 2. **Penalty.** (a) An independent expenditure political committee or independent expenditure political fund is subject to a civil penalty of up to four times the amount of the contribution or approved expenditure if it does the following:

(1) makes a contribution to a candidate, local candidate, party unit, political committee, or political fund other than an independent expenditure political committee or an independent expenditure political fund; or

(2) makes an approved expenditure.

(b) No other penalty provided in law may be imposed for conduct that is subject to a civil penalty under this section.

10A.20 CAMPAIGN REPORTS

Subd 1. **First filing; duration.** (a) The treasurer of a political committee, political fund, principal campaign committee, or party unit must begin to file the reports required by this section for the first year it receives contributions or makes expenditures that require it to register under section [10A.14](#) and must continue to file until the committee, fund, or party unit is terminated.

(b) If, on or before the last date included in a reporting period, a political committee, political fund, principal campaign committee, or party unit received contributions or made expenditures that would require it to register under section [10A.14](#), the political committee, political fund, principal campaign committee, or party unit must both register with the board under section [10A.14](#) and report under this section by the date that the report for that reporting period is due.

(c) The reports must be filed electronically in a standards-based open format specified by the board. For good cause shown, the board must grant exemptions to the requirement that reports be filed electronically.

Subd. 1b. **Release of reports.** A report filed under this section is nonpublic data until 8:00 a.m. on the day following the day the report was due.

Subd. 2. **Time for filing.** (a) The reports must be filed with the board on or before January 31 of each year and additional reports must be filed as required and in accordance with paragraphs (b) to (f).

(b) In each year in which the name of a candidate for legislative or district court judicial office is on the ballot, the report of the principal campaign committee must be filed 15 days before a primary election and ten days before a general election, seven days before a special primary election and seven days before a special general election, and ten days after a special election cycle.

(c) In each general election year, a political committee, a political fund, a state party committee, and a party unit established by all or a part of the party organization within a house of the legislature must file reports on the following schedule:

(1) a first-quarter report covering the calendar year through March 31, which is due April 14;

(2) a report covering the calendar year through May 31, which is due June 14;

(3) a pre-primary-election report due 15 days before a primary election;

(4) a pre-general-election report due 42 days before the general election; and

(5) a pre-general-election report due ten days before a general election.

(d) In each general election year, a party unit not included in paragraph (c) must file reports 15 days before a primary election and ten days before a general election.

(e) In each year in which a constitutional office or appellate court judicial seat is on the ballot, the principal campaign committee of a candidate for that office or seat must file reports on the following schedule:

(1) a first-quarter report covering the calendar year through March 31, which is due April 14;

- (2) a report covering the calendar year through May 31, which is due June 14;
- (3) a pre-primary-election report due 15 days before a primary election;
- (4) a pre-general-election report due 42 days before the general election;
- (5) a pre-general-election report due ten days before a general election; and
- (6) for a special election, a constitutional office candidate whose name is on the ballot must file reports seven days before a special primary election, seven days before a special general election, and ten days after a special election cycle.

(f) Notwithstanding paragraphs (a) to (e):

(1) the principal campaign committee of a candidate who did not file for office is not required to file the report due June 14, the report due 15 days before the primary election, or the report due seven days before a special primary election; and

(2) the principal campaign committee of a candidate whose name will not be on the general election ballot is not required to file the report due 42 days before the general election, the report due ten days before a general election, or the report due seven days before a special general election.

Subd. 2a. **Local election reports.** (a) This subdivision applies to a political committee, political fund, or political party unit that during a non-general election year:

(1) spends in aggregate more than \$200 to influence the nomination or election of local candidates;

(2) spends in aggregate more than \$200 to make independent expenditures on behalf of local candidates; or

(3) spends in aggregate more than \$200 to promote or defeat ballot questions defined in section 10A.01, subdivision 7, clause (2), (3), or (4).

(b) In addition to the reports required by subdivision 2, the entities listed in paragraph (a) must file the following reports in each non-general election year:

(1) a first-quarter report covering the calendar year through March 31, which is due April 14;

(2) a report covering the calendar year through May 31, which is due June 14;

(3) a pre-primary-election report due 15 days before the local primary election date specified in section [205.065](#);

(4) a pre-general-election report due 42 days before the local general election; and

(5) a pre-general-election report due ten days before a local general election.

The reporting obligations in this paragraph begin with the first report due after the reporting period in which the entity reaches the spending threshold specified in paragraph (a).

Subd. 3. **Contents of report.** (a) The report required by this section must include each of the items listed in paragraphs (b) to (q) that are applicable to the filer. The board shall prescribe forms based on filer type indicating which of those items must be included on the filer's report.

(b) The report must disclose the amount of liquid assets on hand at the beginning of the reporting period.

(c) The report must disclose the name, address, employer, or occupation if self-employed, and registration number if registered with the board, of each individual or association that has made one or more contributions to the reporting entity, including the purchase of tickets for a fund-raising effort, that in aggregate within the year exceed \$200 for legislative or statewide candidates or more than \$500 for ballot questions, together with the amount and date of each contribution, and the aggregate amount of contributions within the year from each source so disclosed. A donation in kind must be disclosed at its fair market value. An approved expenditure must be listed as a donation in kind. A donation in kind is considered consumed in the reporting period in which it is received. The names of contributors must be listed in alphabetical order. Contributions from the same contributor must be listed under the same name. When a contribution received from a contributor in a reporting period is added to previously reported unitemized contributions from the same contributor and the

aggregate exceeds the disclosure threshold of this paragraph, the name, address, and employer, or occupation if self-employed, of the contributor must then be listed on the report.

(d) The report must disclose the sum of contributions to the reporting entity during the reporting period.

(e) The report must disclose each loan made or received by the reporting entity within the year in aggregate in excess of \$200, continuously reported until repaid or forgiven, together with the name, address, occupation, principal place of business, if any, and registration number if registered with the board of the lender and any endorser and the date and amount of the loan. If a loan made to the principal campaign committee of a candidate is forgiven or is repaid by an entity other than that principal campaign committee, it must be reported as a contribution for the year in which the loan was made.

(f) The report must disclose each receipt over \$200 during the reporting period not otherwise listed under paragraphs (c) to (e).

(g) The report must disclose the sum of all receipts of the reporting entity during the reporting period.

(h) The report must disclose the name, address, and registration number if registered with the board of each individual or association to whom aggregate expenditures, approved expenditures, independent expenditures, and ballot question expenditures have been made by or on behalf of the reporting entity within the year in excess of \$200, together with the amount, date, and purpose of each expenditure, including an explanation of how the expenditure was used, and the name and address of, and office sought by, each candidate or local candidate on whose behalf the expenditure was made, identification of the ballot question that the expenditure was intended to promote or defeat and an indication of whether the expenditure was to promote or to defeat the ballot question, and in the case of independent expenditures made in opposition to a candidate or local candidate, the candidate's or local candidate's name, address, and office sought. A reporting entity making an expenditure on behalf of more than one candidate or local candidate must allocate the expenditure among the candidates and local candidates on a reasonable cost basis and report the allocation for each candidate or local candidate. The report must list on separate schedules any independent expenditures made on behalf of local candidates and any expenditures made for ballot questions as defined in section 10A.01, subdivision 7, clause (2), (3), or (4).

(i) The report must disclose the sum of all expenditures made by or on behalf of the reporting entity during the reporting period.

(j) The report must disclose the amount and nature of an advance of credit incurred by the reporting entity, continuously reported until paid or forgiven. If an advance of credit incurred by the principal campaign committee of a candidate is forgiven by the creditor or paid by an entity other than that principal campaign committee, it must be reported as a donation in kind for the year in which the advance of credit was made.

(k) The report must disclose the name, address, and registration number if registered with the board of each political committee, political fund, principal campaign committee, local candidate, or party unit to which contributions have been made that aggregate in excess of \$200 within the year and the amount and date of each contribution. The report must list on separate schedules any contributions made to state candidates' principal campaign committees and any contributions made to local candidates.

(l) The report must disclose the sum of all contributions made by the reporting entity during the reporting period and must separately disclose the sum of all contributions made to local candidates by the reporting entity during the reporting period.

(m) The report must disclose the name, address, and registration number if registered with the board of each individual or association to whom noncampaign disbursements have been made that aggregate in excess of \$200 within the year by or on behalf of the reporting entity and the amount, date, and purpose of each noncampaign disbursement, including an explanation of how the expenditure was used.

(n) The report must disclose the sum of all noncampaign disbursements made within the year by or on behalf of the reporting entity.

(o) The report must disclose the name and address of a nonprofit corporation that provides administrative assistance to a political committee or political fund as authorized by section [211B.15, subdivision 17](#), the type of administrative assistance provided, and the aggregate fair market value of each type of assistance provided to the political committee or political fund during the reporting period.

(p) Legislative, statewide, and judicial candidates, party units, and political committees and funds must itemize contributions that in aggregate within the year exceed \$200 for legislative or statewide candidates or more than \$500 for ballot questions on reports submitted to the board. The itemization must include the date on which the contribution was received, the individual or association that provided the contribution, and the address of the contributor. Additionally, the itemization for a donation in kind must provide a description of the item or service received. Contributions that are less than the itemization amount must be reported as an aggregate total.

(q) Legislative, statewide, and judicial candidates, party units, political committees and funds, and committees to promote or defeat a ballot question must itemize expenditures and noncampaign disbursements that in aggregate exceed \$200 in a calendar year on reports submitted to the board. The itemization must include the date on which the committee made or became obligated to make the expenditure or disbursement, the name and address of the vendor that provided the service or item purchased, and a description of the service or item purchased, including an explanation of how the expenditure was used. Expenditures and noncampaign disbursements must be listed on the report alphabetically by vendor.

Subd. 4. **Period of Report.** A report must cover the period from January 1 of the reporting year to seven days before the filing date, except that the report due on January 31 must cover the period from January 1 to December 31 of the reporting year.

Subd. 5. **Pre-election reports.** (a) Any loan, contribution, or contributions:

(1) to a political committee or political fund from any one source totaling more than \$1,000;

(2) to the principal campaign committee of a candidate for an appellate court judicial office totaling more than \$2,000;

(3) to the principal campaign committee of a candidate for district court judge totaling more than \$400; or

(4) to the principal campaign committee of a candidate for constitutional office or for the legislature totaling more than 50 percent of the election segment contribution limit for the office, received between the last day covered in the last report before an election and the election must be reported to the board in the manner provided in paragraph (b).

(b) A loan, contribution, or contributions required to be reported to the board under paragraph (a) must be reported to the board either:

(1) in person by the end of the next business day after its receipt; or

(2) by electronic means sent within 24 hours after its receipt.

(c) These loans and contributions must also be reported in the next required report.

(d) This notice requirement does not apply in a primary election to a candidate who is unopposed in the primary, in a primary election to a ballot question political committee or fund, or in a general

election to a candidate whose name is not on the general election ballot. The board must post the report on its Web site by the end of the next business day after it is received.

(e) This subdivision does not apply to a ballot question or independent expenditure political committee or fund that has not met the registration threshold of section [10A.14, subdivision 1a](#). However, if a contribution that would be subject to this section triggers the registration requirement in section [10A.14, subdivision 1a](#), then both registration under that section and reporting under this section are required.

Subd. 6. **Report when no Committee.** (a) A candidate who does not designate and cause to be formed a principal campaign committee and who makes campaign expenditures in aggregate in excess of \$750 in a year must file with the board a report containing the information required by subdivision 3. Reports required by this subdivision must be filed by the dates on which reports by principal campaign committees must be filed.

(b) An individual who makes independent expenditures that aggregate more than \$1,500 in a calendar year or expenditures to promote or defeat a ballot question that aggregate more than \$5,000 in a calendar year must file with the board a report containing the information required by subdivision 3. A report required by this subdivision must be filed by the date on which the next report by political committees and political funds must be filed.

Subd. 6a. **Statement of Independence.** An individual, political committee, political fund, or party unit filing a report or statement disclosing an independent expenditure under subdivision 3 or 6 must file with the report a sworn statement that the disclosed expenditures were not made with the authorization or expressed or implied consent of, or in cooperation or in concert with, or at the request or suggestion of any candidate; any candidate's principal campaign committee or agent; any local candidate, or any local candidate's agent.

Subd 15. **Equitable Relief.** A candidate whose opponent does not timely file the report due 15 days before the primary, the report due ten days before the general election, or the notice required under section [10A.25, subdivision 10](#), may petition the district court for immediate equitable relief to enforce the filing requirement. A prevailing party under this subdivision may be awarded attorney fees and costs by the court.

10A.273 CONTRIBUTIONS AND SOLICITATIONS DURING LEGISLATIVE SESSION

Subd. 1. **Contributions during legislative session.** (a) A candidate for the legislature or for constitutional office, the candidate's principal campaign committee, or a political committee or party unit established by all or a part of the party organization within a house of the legislature must not solicit or accept a contribution from a registered lobbyist, political committee, political fund, or an association not registered with the board, during a regular session of the legislature.

(b) A registered lobbyist, political committee, political fund, or an association not registered with the board must not make a contribution to a candidate for the legislature or for constitutional office, the candidate's principal campaign committee, or a political committee or party unit established by all or a part of the party organization within a house of the legislature during a regular session of the legislature.

Subd. 3. **Definition.** For purposes of this section, a "regular session" starts at 12:00 a.m., on the first day of each annual session and ends at 11:59 p.m. on the last day of each annual session. For purposes of this section, regular session does not include a special session or the interim between the two annual sessions of a biennium.

Subd. 4. **Civil penalty.** A candidate, political committee, party unit, political fund, an association not registered with the board, or a registered lobbyist that violates this section is subject to a civil penalty imposed by the board of up to \$1,000. If the board makes a public finding that there is probable cause to believe a violation of this section has occurred, the board may bring an action, or transmit the finding to a county attorney who must bring an action, in the District Court of Ramsey County, to collect a

civil penalty as imposed by the board. Penalties paid under this section must be deposited in the general fund in the state treasury.

Subd. 5. **Special Election.** This section does not apply in a legislative special election during the period beginning when the person becomes a candidate in the special election and ending on the day of the special election.

10A.31 DESIGNATION OF INCOME TAX PAYMENTS

Subd. 3a. **Qualification of political parties.** (a) A major political party qualifies for inclusion on the income tax form and property tax refund return as provided in subdivision 3 if it qualifies as a major political party by July 1 of the taxable year.

(b) A minor political party qualifies for inclusion on the income tax form and property tax refund return as provided in subdivision 3 if it qualifies as a minor party statewide by July 1 of the taxable year.

(c) The secretary of state shall notify each major and minor political party by the first Monday in January of each odd-numbered year of the conditions necessary for the party to participate in income tax form and property tax refund return programs.

(d) The secretary of state shall notify each political party, the commissioner of revenue, and the Campaign Finance and Public Disclosure Board by July 1 of each year and following certification of the results of each general election of the political parties that qualify for inclusion on the income tax form and property tax refund return as provided in subdivision 3.

Subd. 7a. **Withholding of public subsidy.** If a candidate who is eligible for payment of public subsidy under this section has not filed the report of receipts and expenditures required under section [10A.20](#) before a primary election, any public subsidy for which that candidate is eligible must be withheld by the board until the candidate complies with the filing requirements of section [10A.20](#) and the board has sufficient time to review or audit the report. If a candidate who is eligible for public subsidy does not file the report due before the primary election under section [10A.20](#) by the date that the report of receipts and expenditures filed before the general election is due, that candidate shall not be paid public subsidy for that election.

Subd. 7b. **Failure to repay.** A candidate who fails to repay money required by the agreement cannot be paid additional public subsidy funds during the current or future election cycles until the entirety of the unexpended funds and any associated collection fees are either repaid to the board or discharged by court action.

10A.38 CAPTIONING OF CAMPAIGN ADVERTISEMENTS

(a) This section applies to a campaign advertisement by a candidate who is governed by an agreement under section [10A.322](#).

(b) "Campaign advertisement" means a professionally produced visual or audio recording of two minutes or less produced by the candidate for the purpose of influencing the nomination or election of a candidate.

(c) A campaign advertisement that is disseminated as an advertisement by broadcast or cable television must include closed captioning for deaf and hard-of-hearing viewers, unless the candidate has filed with the board before the advertisement is disseminated a statement setting forth the reasons for not doing so. A campaign advertisement that is disseminated as an advertisement to the public on the candidate's Web site must include closed captioning for deaf and hard-of-hearing viewers, unless the candidate has posted on the Web site a transcript of the spoken content of the advertisement or the candidate has filed with the board before the advertisement is disseminated a statement setting forth the reasons for not doing so. A campaign advertisement must not be disseminated as an advertisement by radio unless the candidate has posted on the candidate's Web site a transcript of the spoken content of the advertisement or the candidate has filed with the board before the advertisement is disseminated a statement setting forth the reasons for not doing so.

160.27 PARTICULAR USES OF RIGHT-OF-WAY; MISDEMEANORS

- Subd. 1. **Public notices.** With the approval of the proper road authority, billboards for the use and purpose of displaying public notices only may be erected within the limits of any public highway, including city streets.
- Subd. 6. **Removal of unauthorized advertisements, buildings, or structure.** The road authorities may take down, remove, or destroy any advertisement, building, or structure in or upon any highway in violation of this section and section [160.2715](#).

160.2715 RIGHT-OF-WAY USE; MISDEMEANORS

- (a) Except for the actions of the road authorities, their agents, employees, contractors, and utilities in carrying out their duties imposed by law or contract, and except as herein provided, it shall be unlawful to:
- (1) obstruct any highway or deposit snow or ice thereon;
- (9) place or maintain any advertisement within the limits of any highway, except as provided in section [160.27, subdivision 7](#);
- (10) paint, print, place, or affix any advertisement or any object within the limits of any highway except as provided in section [160.27, subdivision 7](#);
- (11) deface, mar, damage, or tamper with any structure, work, material, equipment, tools, signs, markers, signals, paving, guardrails, drains, or any other highway appurtenance on or along any highway;
- (b) Any violation of this subdivision is a misdemeanor.

200.02 DEFINITIONS

- Subd. 4. **Special election.** “Special election” means:
- (1) an election held at any time to fill vacancies in state or federal offices; or
- (2) an election for a special purpose held by a subdivision of the state on a date authorized by [section 205.10, subdivision 3a](#), or [205A.05, subdivision 1a](#).
- Subd. 6. **Political Party.** “Political party” means an association of individuals under whose name a candidate files for partisan office.
- Subd. 7. **Major political party.** (a) “Major political party” means a political party that maintains a party organization in the state, political division or precinct in question and that has presented at least one candidate for election to the office of:
- (1) governor and lieutenant governor, secretary of state, state auditor, or attorney general at the last preceding state general election for those offices; or
- (2) presidential elector or U.S. senator at the last preceding state general election for presidential electors; and whose candidate received votes in each county in that election and received votes from not less than five percent of the total number of individuals who voted in that election.
- (b) “Major political party” also means a political party that maintains a party organization in the state, political subdivision, or precinct in question and that has presented at least 45 candidates for election to the office of state representative, 23 candidates for election to the office of state senator, four candidates for election to the office of representative in Congress, and one candidate for election to each of the following offices: governor, and lieutenant governor, attorney general, secretary of state, and state auditor, at the last preceding state general election for those offices.

(c) “Major political party” also means a political party that maintains a party organization in the state, political subdivision, or precinct in question and whose members present to the secretary of state at any time before the close of filing for the state partisan primary ballot a petition for a place on the state partisan primary ballot, which petition contains valid signatures of a number of the party members equal to at least five percent of the total number of individuals who voted in the preceding state general election. A signature is valid only if signed no more than one year prior to the date the petition is filed.

(d) A political party whose candidate receives a sufficient number of votes at a state general election described in paragraph (a) or a political party that presents candidates at an election as required by paragraph (b) becomes a major political party as of January 1 following that election and retains its major party status for at least two state general elections even if the party fails to present a candidate who receives the number and percentage of votes required under paragraph (a) or fails to present candidates as required by paragraph (b) at subsequent state general elections.

(e) A major political party whose candidates fail to receive the number and percentage of votes required under paragraph (a) and that fails to present candidates as required by paragraph (b) at each of two consecutive state general elections described by paragraph (a) or (b), respectively, loses major party status as of December 31 following the later of the two consecutive state general elections.

Subd. 23. **Minor political party.** (a) “Minor political party” means a political party that has adopted a state constitution, designated a state party chair, held a state convention in the last two years, filed with the secretary of state no later than December 31 following the most recent state general election a certification that the party has met the foregoing requirements, and met the requirements of paragraph (b) or (e), as applicable.

(b) To be considered a minor party in all elections statewide, the political party must have presented at least one candidate:

(1) for election to the office of governor and lieutenant governor, secretary of state, state auditor, or attorney general, at the last preceding state general election for those offices; or

(2) for election to the office of presidential elector or U.S. senator at the preceding state general election for presidential electors; and

(3) who received votes in each county that in the aggregate equal at least one percent of the total number of individuals who voted in the election, or its members must have presented to the secretary of state at any time before the close of filing for the state partisan primary ballot a nominating petition in a form prescribed by the secretary of state containing the valid signatures of party members in a number equal to at least one percent of the total number of individuals who voted in the preceding state general election. A signature is valid only if signed no more than one year prior to the date the petition was filed.

(c) A political party whose candidate receives a sufficient number of votes at a state general election described in paragraph (b) becomes a minor political party as of January 1 following that election and retains its minor party status for at least two state general elections even if the party fails to present a candidate who receives the number and percentage of votes required under paragraph (b) at subsequent state general elections.

(d) A minor political party whose candidates fail to receive the number and percentage of votes required under paragraph (b) at each of two consecutive state general elections described by paragraph (b) loses minor party status as of December 31 following the later of the two consecutive state general elections.

(e) A minor party that qualifies to be a major party loses its status as a minor party at the time it becomes a major party. Votes received by the candidates of a major party must be counted in determining whether the party received sufficient votes to qualify as a minor party, notwithstanding that the party does not receive sufficient votes to retain its major party status. To be considered a

minor party in an election in a legislative district, the political party must have presented at least one candidate for a legislative office in that district who received votes from at least ten percent of the total number of individuals who voted for that office, or its members must have presented to the secretary of state a nominating petition in a form prescribed by the secretary of state containing the valid signatures of party members in a number equal to at least ten percent of the total number of individuals who voted in the preceding state general election for that legislative office. A signature is valid only if signed no more than one year prior to the date the petition was filed.

Subd. 29. **Original Signature.** “Original signature” does not include an electronic signature.

204C.035 DECEPTIVE PRACTICES IN ELECTIONS

- Subd. 1. **Criminal penalty.** No person shall knowingly deceive another person regarding the time, place, or manner of conducting an election or the qualifications for or restrictions on voter eligibility for an election, with the intent to prevent the individual from voting in the election. A violation of this section is a gross misdemeanor.
- Subd. 2. **Reporting false election information.** Any person may report to the county auditor or municipal clerk an act of deception regarding the time, place, or manner of conducting an election or the qualifications for or restrictions on voter eligibility for an election. The election official to whom the report was made shall provide accurate information to the person who reported the incorrect information in a timely manner, and may provide information about the act of deception and accurate information to mass media outlets in any affected area. The county attorney may subsequently proceed under subdivision 1.

204C.06 CONDUCT IN AND NEAR POLLING PLACES

- Subd. 1. **Persons allowed near polling place.** An individual shall be allowed to go to and from the polling place for the purpose of voting without unlawful interference. No one except an election official or an individual who is waiting to register or to vote or an individual who is conducting exit polling shall stand within 100 feet of the building in which a polling place is located. “Exit polling” is defined as approaching voters in a predetermined pattern as they leave the polling place after they have voted and asking voters to fill out an anonymous, written questionnaire.
- Subd. 2. **Individuals allowed in polling place.** (a) Representatives of the secretary of state’s office, the county auditor’s office, and the municipal or school district clerk’s office may be present at the polling place to observe election procedures. Except for these representatives, election judges, sergeants-at-arms, and challengers, an individual may remain inside the polling place during voting hours only while voting or registering to vote, providing proof of residence for an individual who is registering to vote, or assisting a disabled voter or a voter who is unable to read English. During voting hours no one except individuals receiving, marking, or depositing ballots shall approach within six feet of a voting booth, unless lawfully authorized to do so by an election judge.
- (b) Teachers and elementary or secondary school students participating in an educational activity authorized by section [204B.27, subdivision 7](#), may be present at the polling place during voting hours.
- Subd. 3. **Damaging or removing election materials; gross misdemeanor.** No individual shall intentionally:
- (a) tear down, mutilate, deface or otherwise damage during the hours of voting any voter instruction poster placed inside or outside of a polling place by an election judge or other election official; or
- (b) remove from the polling place before the time for voting ends any ballots prepared for use at the election or any supplies or conveniences placed in voting booths for use by the voters, except as authorized by law.
- A violation of this subdivision is a gross misdemeanor.

- Subd. 4. **Damaging or removing election materials; felony.** No individual shall intentionally:
- (a) remove from a polling place any election file or election register, except as authorized by law;
 - (b) damage, deface, or mutilate any ballot, election file or election register or any item of information contained on it, except as authorized by law; or
 - (c) add anything to a ballot, election file, or election register, except as authorized by law.
 - (d) A violation of this subdivision is a felony.
- Subd. 7. **Use of intoxicating liquor; prohibition; penalty.** During the time an election is being held it is a misdemeanor to bring intoxicating liquor or 3.2 percent malt liquor into in a polling place, to drink intoxicating liquor or 3.2 percent malt liquor in a polling place, or to be intoxicated in a polling place. The election judges shall not permit an obviously intoxicated individual to vote or remain in the polling place for any purpose.

204C.06 NOTES & DECISIONS

Statutory violations in the conduct of elections do not of themselves invalidate an election. *Munnell v. Rowlette*, 275 Minn. 92, 145 N.W. 2d (1966).

Former section 204A.37 limited who may be in a polling place while the polls are open. Former section 204A.40 applies after the polls close. Op. Atty. Gen. 182A-5, November 20, 1964. See sections M.S. 204C.07, 204C.19 and 204C.21.

Standing in line by non-voters and the abuse of the right to challenge voters constitute gross misdemeanors under Minnesota law. Op. Atty. Gen. 182, October 26, 1964.

Section applies to village and town elections. Op. Atty. Gen. 490C, November 19, 1954.

When polling place is held in town garage building, coffee socials may not be held within same building. Op. Atty. Gen. 672M, May 10, 1954.

It was not permissible for one of the judges of election on election day to take ballot from polling place to home of sick or disabled person, permit such person to mark it and then return to polling place and cast it in name of such person. Op. Atty. Gen. 28C-1, November 27, 1935.

204C.35 FEDERAL, STATE, AND JUDICIAL RACES

- Subd. 1. **Publicly funded recounts.** (a) In a state primary when the difference between the votes cast for the candidates for nomination to:
- (1) a state legislative office is less than one-half of one percent of the total number of votes counted for that nomination or is ten votes or less and the total number of votes cast for the nomination is 400 votes or less; or
 - (2) a statewide federal office, state constitutional office, statewide judicial office, congressional office, or district judicial office is less than one-quarter of one percent of the total number of votes counted for that nomination or is ten votes or less and the total number of votes cast for the nomination is 400 votes or less; and the difference determines the nomination, the canvassing board with responsibility for declaring the results for that office shall manually recount the vote upon receiving a written request from the candidate whose nomination is in question.
- Immediately following the meeting of the board that has responsibility for canvassing the results of the nomination, the filing officer must notify the candidate that the candidate has the option to request a recount of the votes at no cost to the candidate. This written request must be received by the filing officer no later than 5:00 p.m. on the second day after the canvass of the primary for which the recount is being sought.
- (b) In a state general election when the difference between the votes of a candidate who would otherwise be declared elected to:
- (1) a state legislative office is less than one-half of one percent of the total number of votes counted for that office or is ten votes or less and the total number of votes cast for the office is 400 votes or less; or

(2) a statewide federal office, state constitutional office, statewide judicial office, congressional office, or district judicial office and the votes of any other candidate for that office is less than one-quarter of one percent of the total number of votes counted for that office or is ten votes or less if the total number of votes cast for the office is 400 votes or less, the canvassing board shall manually recount the votes upon receiving a written request from the candidate whose election is in question. Immediately following the meeting of the board that has responsibility for canvassing the results of the general election, the filing officer must notify the candidate that the candidate has the option to request a recount of the votes at no cost to the candidate. This written request must be received by the filing officer no later than 5:00 p.m. on the second day after the canvass of the election for which the recount is being sought.

(c) A recount must not delay any other part of the canvass. The results of the recount must be certified by the canvassing board as soon as possible.

(d) Time for notice of a contest for an office which is recounted pursuant to this section shall begin to run upon certification of the results of the recount by the canvassing board.

Subd. 2. **Discretionary candidate recounts.** (a) A losing candidate whose name was on the ballot for nomination or election to a statewide federal office, state constitutional office, statewide judicial office, congressional office, state legislative office, or district judicial office may request a recount in a manner provided in this section at the candidate's own expense when the vote difference is greater than the difference required by this section. The votes shall be manually recounted as provided in this section if the candidate files a request during the time for filing notice of contest of the primary or election for which a recount is sought.

(b) The requesting candidate shall file with the filing officer a bond, cash, or surety in an amount set by the filing officer for the payment of the recount expenses. The requesting candidate is responsible for the following expenses: the compensation of the secretary of state, or designees, and any election judge, municipal clerk, county auditor, administrator, or other personnel who participate in the recount; necessary supplies and travel related to the recount; the compensation of the appropriate canvassing board and costs of preparing for the canvass of recount results; and any attorney fees incurred in connection with the recount by the governing body responsible for the recount.

(c) A discretionary recount of a primary must not delay delivery of the notice of nomination to the winning candidate under section [204C.32](#).

(d) The requesting candidate may provide the filing officer with a list of up to three precincts that are to be recounted first and may waive the balance of the recount after these precincts have been counted. If the candidate provides a list, the recount official must determine the expenses for those precincts in the manner provided by paragraph (b).

(e) The results of the recount must be certified by the canvassing board as soon as possible.

(f) If the winner of the race is changed by the optional recount, the cost of the recount must be paid by the jurisdiction conducting the recount.

(g) If a result of the vote counting in the manual recount is different from the result of the vote counting reported on Election Day by a margin greater than the standard for acceptable performance of voting systems provided in section [206.89, subdivision 4](#), the cost of the recount must be paid by the jurisdiction conducting the recount.

Subd. 2a. **Constitutional amendment recount.** In a state general election when the difference between the number of "yes" votes cast on ratification of a proposed constitutional amendment is within one-quarter percent of the number of all other ballots cast at the election, the canvassing board shall manually recount the votes on that question, including the number of "yes" or "no" votes on the question, and the number of ballots that did not cast a vote on the question. The results of the recount must be certified by the canvassing board as soon as possible.

- Subd. 3. **Scope of recount.** A recount conducted as provided in this section is limited in scope to the determination of the number of votes validly cast for the office or question to be recounted. Only the ballots cast in the election and the summary statements certified by the election judges may be considered in the recount process. Original ballots that have been duplicated under section [206.86, subdivision 5](#), are not within the scope of a recount and must not be examined except as provided by a court in an election contest under chapter [209](#).
- Subd. 4. **Filing officer.** For the purposes of this section, the secretary of state is the filing officer for candidates for all federal offices and for state offices voted on in more than one county. The county auditor is the filing officer for state offices voted on in only one county.

204C.35 NOTES & DECISIONS

During automatic administrative recount, absent a voluntary agreement between local election officials and two candidates for seat in United States Senate that absentee ballots had been rejected in error and that the absentee-ballot envelopes should be opened and the ballots should be counted, resolution of whether the absentee ballots were rejected in error would have to await an election contest proceeding. *Coleman v. Ritchie*, 759 N.W.2d 47 (Minn. 2009). (However, see Laws 2013, section [203B.121, subd. 2 \(e\)](#) which prohibits rejected absentee ballots from being opened or reviewed except in an election contest).

A manual administrative recount, which is necessary when the margin of victory in an election is less than one-half of one percent, is intended to ensure that the votes cast in the election were accurately counted. *Coleman v. Ritchie*, 759 N.W.2d 47 (Minn. 2009).

204C.36 RECOUNTS IN COUNTY, SCHOOL DISTRICT, AND MUNICIPAL ELECTIONS

- Subd. 1. **Publicly funded recounts.** (a) Except as provided in paragraphs (b) and (c), a losing candidate for nomination or election to a county, municipal, or school district office may request a recount of the votes cast for the nomination or election to that office if the difference between the vote cast for that candidate and for a winning candidate for nomination or election is less than one-quarter of one percent of the total votes counted for that office. In case of offices where two or more seats are being filled from among all the candidates for the office, the one-quarter of one percent difference is between the elected candidate with the fewest votes and the candidate with the most votes from among the candidates who were not elected.
- (b) A losing candidate for nomination or election to a county, municipal, or school district office may request a recount of the votes cast for nomination or election to that office if the difference between the votes cast for that candidate and for a winning candidate for nomination or election is less than one-half of one percent, and the total number of votes cast for the nomination or election of all candidates is more than 400 but less than 50,000. In cases of offices where two or more seats are being filled from among all the candidates for the office, the one-half of one percent difference is between the elected candidate with the fewest votes and the candidate with the most votes from among the candidates who were not elected.
- (c) A losing candidate for nomination or election to a county, municipal, or school district office may request a recount of the votes cast for nomination or election to that office if the difference between the vote cast for that candidate and for a winning candidate for nomination or election is ten votes or less, and the total number of votes cast for the nomination or election of all candidates is no more than 400. In cases of offices where two or more seats are being filled from among all the candidates for the office, the ten vote difference is between the elected candidate with the fewest votes and the candidate with the most votes from among the candidates who were not elected.
- (d) Candidates for county offices shall file a written request for the recount with the county auditor. Candidates for municipal or school district offices shall file a written request with the municipal or school district clerk as appropriate. All requests under this paragraph shall be filed between the close of the canvass of a primary or special primary and 5:00 p.m. on the fifth day after the canvass of a primary or special primary or between the close of the canvass of a special or general election and

5:00 p.m. on the seventh day of the canvass of a special or general election for which a recount is sought.

(e) Upon receipt of a request made pursuant to this section, the county auditor shall recount the votes for a county office at the expense of the county, the governing body of the municipality shall recount the votes for a municipal office at the expense of the municipality, and the school board of the school district shall recount the votes for a school district office at the expense of the school district.

Subd. 2. **Discretionary candidate recounts.** (a) A losing candidate for nomination or election to a county, municipal, or school district office may request a recount in the manner provided in this section at the candidate's own expense when the vote difference is greater than the difference required by subdivision 1, clauses (a) to (e). The votes shall be manually recounted as provided in this section if the requesting candidate files with the county auditor, municipal clerk, or school district clerk a bond, cash, or surety in an amount set by the governing body of the jurisdiction or the school board of the school district for the payment of the recount expenses.

(b) The requesting candidate may provide the filing officer with a list of up to three precincts that are to be recounted first and may waive the balance of the recount after these precincts have been counted. If the candidate provides a list, the recount official must determine the expenses for those precincts in the manner provided by paragraph (b).

(c) A discretionary recount of a primary must not delay delivery of the notice of nomination to the winning candidate under section [204C.32](#).

(d) The results of the recount must be certified by the canvassing board as soon as possible.

(e) If the winner of the race is changed by the optional recount, the cost of the recount must be paid by the jurisdiction conducting the recount.

(f) If a result of the vote counting in the manual recount is different from the result of the vote counting reported on Election Day by a margin greater than the standard for acceptable performance of voting systems provided in section [206.89, subdivision 4](#), the cost of the recount must be paid by the jurisdiction conducting the recount.

Subd. 3. **Discretionary ballot question recounts.** A recount may be conducted for a ballot question when the difference between the votes for and the votes against the question is less than or equal to the difference provided in subdivision 1. A recount may be requested by any person eligible to vote on the ballot question. A written request for a recount must be filed with the filing officer of the county, municipality, or school district placing the question on the ballot and must be accompanied by a petition containing the signatures of 25 voters eligible to vote on the question. Upon receipt of a written request when the difference between the votes for and the votes against the question is less than or equal to the difference provided in subdivision 1, the county auditor shall recount the votes for a county question at the expense of the county, the governing body of the municipality shall recount the votes for a municipal question at the expense of the municipality, and the school board of the school district shall recount the votes for a school district question at the expense of the school district. If the difference between the votes for and the votes against the question is greater than the difference provided in subdivision 1, the person requesting the recount shall also file with the filing officer of the county, municipality, or school district a bond, cash, or surety in an amount set by the appropriate governing body for the payment of recount expenses. The written request, petition, and any bond, cash, or surety required must be filed during the time for notice of contest for the election for which the recount is requested.

- Subd. 4. **Expenses.** In the case of a question, a person, or a candidate requesting a discretionary recount, is responsible for the following expenses: the compensation of the secretary of state, or designees, and any election judge, municipal clerk, county auditor, administrator, or other personnel who participate in the recount; necessary supplies and travel related to the recount; the compensation of the appropriate canvassing board and costs of preparing for the canvass of recount results; and any attorney fees incurred in connection with the recount by the governing body responsible for the recount.
- Subd. 5. **Notice of contest.** Time for notice of contest of a nomination or election to a county office which is recounted pursuant to this section shall begin to run upon certification of the results of the recount by the county canvassing board. Time for notice of contest of a nomination or election to a municipal office which is recounted pursuant to this section shall begin to run upon certification of the results by the governing body of the municipality. Time for notice of contest of a school district election that is recounted under this subdivision begins to run on certification of the results of the recount by the school board.
- Subd. 6. **Scope of recount.** A recount conducted as provided in this section is limited in scope to the determination of the number of votes validly cast for the office or question to be recounted. Only the ballots cast in the election and the summary statements certified by the election judges may be considered in the recount process.

209.02 CONTESTANT; GROUNDS

- Subd. 1. **General.** Any eligible voter, including a candidate, may contest in the manner provided in this chapter:
- (1) the nomination or election of any person for whom the voter had the right to vote if that person is declared nominated or elected to the senate or the house of representatives of the United States, or to a statewide, county, legislative, municipal, school, or district court office; or
 - (2) the declared result of a constitutional amendment or other question voted upon at an election. The contest may be brought over an irregularity in the conduct of an election or canvass of votes, over the question of who received the largest number of votes legally cast, over the number of votes legally cast in favor of or against a question, or on the grounds of deliberate, serious, and material violations of the Minnesota Election Law.

209.02 NOTES & DECISIONS

Judicial election could not be set aside solely on basis of judicial code violations. *Burns v. Valen*, 400 N.W. 2d 123 (Minn. Ct. App. 1987).

209.021 NOTICE OF CONTEST

- Subd. 1. **Manner; time; contents.** Service of a notice of contest must be made in the same manner as the service of summons in civil actions. The notice of contest must specify the grounds on which the contest will be made. The contestant shall serve notice of the contest on the parties enumerated in this section. Except as provided in [section 204D.27](#), notice must be served and filed within five days after the canvass is completed in the case of a primary or special primary or within seven days after the canvass is completed in the case of a special or general election. If a contest is based on a deliberate, serious, and material violation of the election laws that was discovered from the statements of receipts and disbursements required to be filed by candidates and committees, the action may be commenced and the notice served and filed within ten days after the filing of the statements in the case of a general or special election or within five days after the filing of the statements in the case of a primary or special primary. If a notice of contest questions only which party received the highest number of votes legally cast at the election, a contestee who loses may serve and file a notice of contest on any other ground during the three days following expiration of the time for appealing the decision on the vote count.

209.021 NOTES & DECISIONS

To withstand motion to dismiss, notice of election contest must provide plain statement showing that contestant is entitled to decree changing election's declared result, including allegations that irregularities or errors affected outcome. *Bergstrom v. McEwen*, 960. N.W.2d 556 (Minn. 2021).

FILING FOR OFFICE CHECKLIST

Note: Candidates are solely responsible for meeting the legal requirements of the filing process as provided in Minnesota Election Law. Minnesota Election Law is the final authority in all matters, not this checklist.

AFFIDAVIT OF CANDIDACY

1. Determine correct filing period.
2. **Determine correct filing officer. Confirm office hours during filing period.**
3. Completed, signed, and notarized filing paperwork and filing fees can be mailed or delivered by another person to the filing officer. Must be received in the appropriate filing office during the filing period.
4. For candidates who will be out of the state during the filing period, completed, signed, and notarized filing paperwork and filing fees may be submitted 7 days earlier than the first day of filing period. Review M.S. [204B.09, subd. 1a](#); [205.13, subd. 1b](#), [205A.06, subd. 1c](#), for further details.
5. Determine correct name of office sought and determine if there are different seats numbers/letters for a similar office title.
6. The name that you list on the top of the affidavit is the name that will be placed on the ballot; exactly – as is. Make sure it is clearly written and verify with filing officer any details such as hyphenations, Mc names, irregular spacing, etc.
 - a. Names are placed on the ballot in upper and lower case, so, be very specific as to what letters are to be capitalized.
 - b. If needed, provide name pronunciation instructions to filing officer for programming of audio features of assistive voting devices.
7. Affidavit is complete, signed, and notarized.
 - a. Before the filing event (no more than 60 days before the first day of the filing period).
 - b. Or at the filing event. Filing officers may serve as notarial official for affidavits of candidacy.
8. What is a “complete” affidavit?
 - a. Name – exactly what will appear on the ballot (upper- and lower-case letters).
 - b. Review [M.S. 204B.06, subd. 1\(3\), para. 2](#) regarding “true name and commonly/generally known in the community.”
 - c. Office & District # - be specific. Clarify the exact name of the seat up for election and make it clear the seat number/letter if similar offices are on the ballot. If there are special elections for vacancies, clearly state which seat you choose.
 - d. Partisan & Judicial Offices – clearly state this information to avoid confusion.
 - e. Residential address – this is required for many offices. There are a few exceptions.
 - f. Campaign Address & Contact – Required and optional items depending upon the office sought. Avoid the use of government phone numbers, addresses or e-mail addresses.
 - g. A phone number is required for all affidavits except for some federal, judicial, county sheriff or county attorney offices.
 - h. Read through the Affirmation and decide if everything is true and accurate for you and the office you seek before signing.

- i. Sign affidavit in front of a notary public or other officer empowered to take and certify acknowledgements. Filing officers usually have this authority.
- j. Affidavit can be completed, signed, and notarized within 60 days of the first day of filing for the office and during the filing period.

NOMINATING PETITIONS AND PETITIONS IN PLACE OF FILING FEE

1. Nominating Petitions are required for those filing for partisan office as a minor party or independent candidate. It is also required for offices in some cities of the first class.
 - a. Review M.S. [204B.07](#), [204B.10](#), [204D.13](#), [204D.23](#), [205.121](#), [205.13](#) & Minn. Rule Chapter [8205](#).
 - b. Signatures are gathered during the filing period.
2. Petitions in Place of a Filing fee may be used by any candidate to waive the filing fee associated with filing for office.
 - a. Review M.S. [204B.11](#), [204B.131](#) & Minn. Rule Chapter [8205](#).
3. There is a **combination** petition (Nomination & In-Place of a Filing Fee) available for partisan offices.
4. If a petition is submitted, the confirmation of the filing will not take place until signatures have been verified and the petition is certified as sufficient.

FILING FEES

1. Most filing offices accept cash or checks. There are a few offices that now accept credit or debit card payments.
2. The filing fee amount and the type of payment will be noted on the affidavit.
3. A separate receipt might be given at that time, or a receipt might be mailed out later.

PROOF OF LICENSURE

1. Those filing for the office of County Sheriff must provide proof of licensure as a peace officer in the State of Minnesota. M.S. [204B.06, subd. 8](#), [387.01](#), [626.846](#)
2. Those filing for the office of County Attorney must provide proof of licensure to practice law in the State of Minnesota. M.S. [204B.06, subd. 8](#), [388.01](#)
3. Those filing for any judicial office must provide proof of licensure to practice law in the State of Minnesota. M.S. [204B.06, subd. 8](#)

BEFORE LEAVING

1. Receive a copy of the completed, signed, and notarized affidavit.
2. Make sure the phone number is present on the affidavit for most offices.
3. You will receive either a filing number for a complete filing or a receipt number for a petition.
4. Receive a filing packet.
 - a. State and judicial offices will receive a packet from the Campaign Finance and Public Disclosure Board with time sensitive materials to be addressed immediately after filing.

AFTER FILING

1. If the office will be on the state primary and/or state general election ballots, candidates can find their filing information at the [OSS Candidate Finder](https://candidates.sos.state.mn.us/) website (<https://candidates.sos.state.mn.us/>)
 - a. There is a delay between information that is placed in the candidate database and when it is projected on the public website. If it isn't on the website by the next day, contact the filing officer.
2. If an error in the information on the website is found, contact the filing officer with whom you filed, right away. The filing officer will double check the affidavit information and make corrections if warranted.
3. Most filing officers would like the notation of the error and the correction sought in writing. They might verify that you are the candidate or working on behalf of the candidate before making the change.
4. If the information on the website matches what was placed on the affidavit, it will most likely not be changed. You may need to speak to the legal counsel of the jurisdiction about changes that do not match what was placed on the affidavit.
5. Elections not held with the state elections may or may not have the availability of the OSS candidate finder website. The filing information is only kept with the filing officer for that election.
6. If a petition was submitted, the candidate will be notified if it was determined to be sufficient or insufficient.
 - a. If sufficient, a filing number will be assigned.

WITHDRAWALS

1. There is usually a two-day withdrawal period after the close of filing. There are exceptions, but, usually, the candidate will have up to two days after the close of filing to file a withdrawal if they no longer wish to have their name placed on the ballot.
2. Candidates must file a withdrawal with the same filing officer that the affidavit was filed.
3. If you miss the deadline for withdrawal, your name, in most cases, will be placed on the ballot.
 - a. If you happen to win, it is your choice if you want to accept the certification of election.
 - b. If you happen to win, and do not accept the certificate of election, a vacancy will exist. The person who received the next highest number of votes at that election does not “automatically” receive the certificate of election.

CAMPAIGN FINANCIAL REPORT (Photocopy version)

CAMPAIGN FINANCIAL REPORT

(All of the information in this report is public information)

Report

Office

For Office Use Only: Name

Name of candidate, committee or corporation _____

Office sought or ballot question _____ District _____

Type of report _____ Candidate report
 _____ Campaign committee report
 _____ Association or corporation report
 _____ Final report

Period of time covered by report:
 from _____ to _____

CONTRIBUTIONS RECEIVED

Give the total for all contributions received during the period of time covered by this report. Contributions should be listed by type (money or in-kind) rather than contributor. See note on contribution limits on the back of this form. Use a separate sheet to itemize all contributions from a single source that exceeded \$100 during the calendar year. This itemization must include name, address, employer or occupation if self-employed, amount and date for these contributions.

CASH	\$ _____	TOTAL CASH-ON-HAND	\$ _____
IN-KIND	+ \$ _____		
TOTAL AMOUNT RECEIVED	= \$ _____		

DISBURSEMENTS

Include the amount, date and purpose for all disbursements made during the period of time covered by report. Attach additional sheets if necessary.

Date	Purpose	Amount
TOTAL		

CORPORATE PROJECT EXPENDITURES

Corporations must list any media project or corporate message project for which contribution(s) or expenditure(s) total more than \$200. Submit a separate report for each project. Attach additional sheets if necessary.

Project title or description _____

Date	Purpose	Name and Address of Recipient	Expenditure or Contribution Amount
TOTAL			

I certify that this is a full and true statement. _____

Signature

Date

Printed Name _____ Telephone _____ Email (if available) _____

Address _____

CAMPAIGN FINANCIAL REPORT INSTRUCTIONS

(Reference: Minnesota Statutes, Chapters [211A](#) and [211B](#))

This CAMPAIGN FINANCIAL REPORT is for use by candidates and committees for county, municipal, school district and special district office who receive contributions or make disbursements of more than \$750 in a calendar year; committees or corporations spending more than \$750 for or against a ballot question in a calendar year; and corporations spending more than \$200 on activities to encourage participation in precinct caucuses, voter registration or voting.

WHERE TO FILE:

Hospital Districts	The municipal (city or town) clerk – same place where filed affidavit of candidacy
Park Districts	The county auditor or municipal clerk – same place where filed affidavit of candidacy
School Districts	School district clerk
Townships	Town clerk
Cities	City clerk
Soil & Water Conservation Districts	County auditor
Counties	County auditor

WHEN TO FILE: The initial report must be filed within 14 days after the candidate or committee receives contributions or makes disbursements of more than \$750 in a calendar year. Subsequent reports must be filed:

During an election year - An "election year" is any year in which the candidate's name or a question appears on the ballot.

In such a year (if an initial report has been filed) reports are required to be filed:

- 10 days before the primary or special primary
- 10 days before the general election or special election
- 30 days after a general election or special election
- By January 31 of each year following the year when the initial report was filed.

During a non-election year - By January 31 of each year following the year when the initial report was filed.

Once a **final report** (see below) is filed, no further subsequent reports are required to be filed.

CONTRIBUTIONS: Means anything of monetary value that is given or loaned to a candidate or committee for a political purpose. "Contribution" does not include a service provided without compensation by an individual. **Each candidate or committee must list the total amount of cash-on-hand designated to be used for political purposes as of the close of the reporting period.**

CONTRIBUTION LIMITS: Candidates or candidate's committees for county, municipal, school district offices may not accept aggregate contributions in excess of \$600 in an election year or in excess of \$250 in a non-election year made or delivered by an individual or committee. However, candidates seeking election from districts with a population in excess of 100,000 may not accept aggregate contributions in excess of \$1,000 in an election year and \$250 in a non-election year.

BALLOT QUESTIONS: Any political committee, association or corporation that makes a contribution or expenditure to promote or defeat a ballot question as defined in Minnesota Statutes, section [211A.01](#) shall file reports with the filing officer responsible for placing the question on the ballot. Reports must be filed within 14 days of receiving contributions or making disbursements of more than \$750 in one calendar year, using the same schedule as above.

CONGRESSIONAL CANDIDATES: Candidates for election to the United States House of Representatives and Senate and any committee raising funds exclusively on behalf of any one of those candidates may file copies of the reports required by federal law in lieu of those required by Minnesota Statutes Chapter [211A](#).

CORPORATE ACTIVITIES TO ENCOURAGE PARTICIPATION: Corporations may contribute to or conduct public media projects to encourage individuals to attend precinct caucuses, register or vote if the projects are not controlled by or operated for the advantage of a candidate, political party or committee. The total amount of expenditures or contributions for any one project greater than \$200, together with the date, purpose and the names and addresses of the persons receiving the contribution or expenditures must be reported. Reports must be filed with the Secretary of State, 180 State Office Building, St. Paul, MN 55155-1299, using the same schedule as above.

FINAL REPORT: A final report may be filed any time after the candidate, committee or corporation has settled all debts and disposed of all assets in excess of \$100 in the aggregate. Check final report under "type of report".

PROHIBITED TRANSFERS: Candidates for county, municipal, school district or special district offices may not accept contributions from the principal campaign committees of any candidate for legislative, judicial or state constitutional office. In addition, a candidate may not make contributions to the principal campaign committee of any candidate for legislative, judicial or state constitutional office unless the contributions are made from the candidate's personal funds.

STATE CANDIDATES: Candidates and committees for state constitutional offices, the state legislature, supreme court, court of appeals, district court and committees for state constitutional amendments are governed by Minnesota Statutes Chapter [10A](#). Contact the State [Campaign Finance and Public Disclosure Board](#) for further information at (651) 539-1180.

Note: The filing officer must restrict public access to the address of any individual who has made a contribution that exceeds \$100 and who has filed with the filing officer a written statement signed by the individual that withholding the individual's address from the financial report is required for the safety of the individual or the individual's family.

CAMPAIGN FINANCIAL REPORT CERTIFICATION OF FILING

Instructions

Each county, municipal or school district candidate or treasurer of a committee formed to promote or defeat a ballot question shall certify to the filing officer that all reports required by Minnesota Statutes [211A.02](#) have been submitted to the filing officer or that the candidate or committee has not received contributions or made disbursements exceeding \$750 in the calendar year. The certification shall be submitted to the filing officer not later than seven days after the general or special election. (Minnesota Statutes [211A.05, subdivision 1](#)).

Campaign Information

Name of candidate or committee _____

Office sought by candidate (if applicable) _____

Identification of ballot question (if applicable) _____

Certification

Select the appropriate choice below, and sign:

- I do swear (or affirm) that all campaign financial reports required to date by Minnesota Statutes [211A.02](#) have been submitted to the filing officer.

- I do swear (or affirm) that campaign contributions or disbursements did not exceed \$750 in the calendar year.

Signature of candidate or committee treasurer _____

Date _____

Office of the Minnesota Secretary of State
Elections Division
2022 Campaign Manual
4/7/2022