

Title 33
STATE BOARD OF ELECTIONS

Subtitle 20 DISCLOSURE BY PERSONS DOING PUBLIC BUSINESS

Chapter 01 Definitions

Authority: Election Law Article, §§2-102(b)(4) and 14-109, Annotated Code of Maryland

.01 Definitions.

A. In this subtitle, the following terms have meanings indicated.

B. Terms Defined.

- (1) "Applicable contribution" has the meaning stated in Election Law Article, §14-101, Annotated Code of Maryland.
- (2) "Contract" has the meaning stated in Election Law Article, §14-101, Annotated Code of Maryland.
- (3) "Doing public business" has the meaning stated in Election Law Article, §14-101, Annotated Code of Maryland.
- (4) "Governmental entity" has the meaning stated in Election Law Article, §14-101, Annotated Code of Maryland.
- (5) "Political committee affiliated with a candidate" means:
 - (a) An authorized candidate campaign committee of the candidate;
 - (b) A slate of which a candidate is a member; and
 - (c) A legislative party caucus committee, excluding the administrative account.

.02 Effective Date.

This subtitle is effective January 1, 2015.

Administrative History

Effective date: August 4, 2014 (41:15 Md. R. 893)

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Subtitle 20 DISCLOSURE BY PERSONS DOING PUBLIC BUSINESS

Chapter 02 Statement of Contributions Requirements

Authority: Election Law Article, §§2-102(b)(4) and 14-109, Annotated Code of Maryland

.01 Scope.

This chapter applies to all statements of contributions required by Election Law Article, §14-104, Annotated Code of Maryland, to be filed with the State Board.

.02 Registration.

A. In General. A person doing public business shall file the registration notice required under §B of this regulation with the State Board within 1 business day after the award of a contract by a governmental entity.

B. Notice Requirements. The registration notice shall include the following information:

- (1) The identity of the person doing public business;
- (2) The business address of the person doing public business;
- (3) The name, mailing address, and email address of:

(a) The chief executive officer of the business entity or any person exercising direction or control over the activities of the person doing public business; and

(b) An individual designated as the treasurer or responsible officer authorized to act on behalf of the person doing public business and to file statements of contributions pursuant to Election Law Article, §14-104, Annotated Code of Maryland;

(4) The level of government that awarded the contract, whether municipal, county, or state;

(5) The name of the governmental entity that awarded the contract; and

(6) The name and relationship of any business entity or person attributed to or affiliated with the person filing the registration notice that was awarded a contract by a governmental entity.

C. Electronic Filing. The registration notice shall be filed electronically by means of the browser-based software provided by the State Administrator.

.03 Required Contents for a Statement of Contributions.

The statement of contributions filed by the person doing public business shall include:

A. The name of the candidate to which the contribution was made;

B. The name of the political committee affiliated with the candidate that received the applicable contribution;

C. If known, the elective office sought by the candidate, or if not known, the elective office held by the candidate;

D. The aggregate contributions attributed to the filer during the reporting period;

E. The aggregate contributions to date attributed to the filer during the election cycle in which the applicable contribution was made;

F. If the contribution was made by a person other than the filer but attributed to the filer, the filer must provide:

(1) The name and address of:

(a) The individual who made the contribution; or

(b) The organization, business, corporation, limited liability company, partnership, union, or other legal entity that made the contribution;

(2) The amount of the contribution;

(3) The date the contribution was made; and

(4) The relationship between the contributor and the filer:

(a) If a business entity, whether the contributor is a subsidiary; or

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(b) If an individual, the name of the contributor's employer, position, and title;

G. The method of the contribution transaction and any other information on the transaction method required by the State Administrator;

H. The aggregate amount or value of contributions made to date to each candidate from the contributor for the election cycle in which the statement of contributions is filed;

I. The nature and amount of the contract awarded;

J. The name of the governmental entity that awarded the contract;

K. The name of the business entity or person awarded the contract, if different from the filer; and

L. If an in-kind applicable contribution, the fair market value of the applicable contribution.

.04 Filing Requirements.

A. Filing Method. A statement of contribution shall be filed electronically by means of the browser-based software provided by the State Administrator.

B. Additional Filing Requirements.

(1) Statements of contributions shall include, in a format approved by the State Administrator, an attestation by the filer, under penalties of perjury, that the contents of the electronic filing are a complete and accurate statement of contributions made and contracts awarded by governmental entities.

(2) If applicable, statements of contributions shall identify the chief executive officer of the business entity.

(3) Statements of contributions filed electronically shall include all other information or materials required by the State Administrator.

Administrative History

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