

Designation of Treasurer

Prescribed by Secretary of State 07/05

All Committees			
Full Name of Committee			
Street Address	Telephone Number	e-mail Address	
City	State	Zip Code	FAX Number
Full Name of Treasurer			
Street Address	Telephone Number	e-mail Address	
City	State	Zip Code	FAX Number
Full Name of Deputy Treasurer (if any)			
Street Address	Telephone Number	e-mail Address	
City	State	Zip Code	FAX Number
Candidate's Campaign Committees Only			
Full Name of Candidate			Party Affiliation/Independent/Non-Partisan
Street Address	Office Sought		Subdivision/District
City	State	Zip Code	Election Year
Signature of Candidate			Date
Political Action Committees Only			
Is the PAC sponsored by a labor organization or corporation? <input type="checkbox"/> No <input type="checkbox"/> Yes.	If Yes, name the sponsor		Acronym, if any
PAC Registration Number	Authorized Signature	Date	List any affiliated PACs
Political Parties, Political Contributing Entities, or Legislative Campaign Funds Only			
Authorized Signature		Date	Ballot Issue PAC? <input type="checkbox"/> Yes <input type="checkbox"/> No

Signature of Treasurer _____

Date _____

Reason(s) for filing this form:

- Original Designation of Treasurer/Acknowledgement of Appointment
- Change of Treasurer/Acknowledgement of Appointment
- Designation or change of Deputy Treasurer
- Change of Address for _____

- Change of Committee name. The previous name was: _____
- Change of Filing Location. The previous location was: _____
The new location is: _____

- Change of Office Sought from _____ to _____
- Other. Please explain: _____

Designation of Treasurer — Form 30-D

A Designation of Treasurer form must be filed before a candidate's campaign committee, political action committee (PAC), political contributing entity (PCE), legislative campaign fund or political party makes any expenditures or receives any contributions. It is recommended that candidates who do not anticipate receiving or spending anything also file this form. [R.C. 3517.10(D)]

This form has been designed so that candidates' campaign committees, political contributing entities, legislative campaign committees, political action committees and political parties all use the same form. Each type of committee should complete the top third of the form. Note that a street address, *not* a post office box is required in all addresses.

The State block should be completed with the U.S. Post Office's standard two-letter abbreviation. For example, Ohio would appear as OH.

A candidate, legislative campaign committee, PAC, PCE, or political party registers by filing a Designation of Treasurer form. Thereafter, the form is used to update basic information. For example, if a committee has already registered, but subsequently changes its address, the Designation of Treasurer form is used to update the information. In addition to address changes, the form can be used to update a committee name change, a treasurer or deputy treasurer change, change of place of filing or to indicate that a candidate is running for a different office. The appropriate box at the bottom of the form should be marked to reflect why the form is being filed. **The form should be completed in full each time it is filed.**

A Designation of Treasurer form should *not* be filed as part of a report. It is a separate filing. It is not required whenever a report is filed.

Political action committees filing with the secretary of state that have not yet been assigned a registration number may leave that block empty.

The name of a candidate's campaign committee must include the last name of the candidate. A candidate may have only one campaign committee.

If a committee wishes to change its place of filing, it does not have to terminate the committee. For example, a candidate or PAC may decide to change its focus from the local level to the statewide level. The committee may send an original Designation of Treasurer form to register with the new place of filing, while sending a photocopy of the form to the old place of filing so that no further reports are expected at the prior location. The box indicating a change in the place of filing should be checked.

A PAC must indicate whether it is a "ballot-issue PAC."

Candidates must, and the treasurers should, sign their Designation of Treasurer forms. Any authorized person may sign PAC, PCE and political party forms.

When a treasurer or deputy treasurer resigns or is replaced, a revised Designation of Treasurer form should be filed immediately. The fact that the previous treasurer's name is no longer listed will indicate that he or she no longer holds the position.