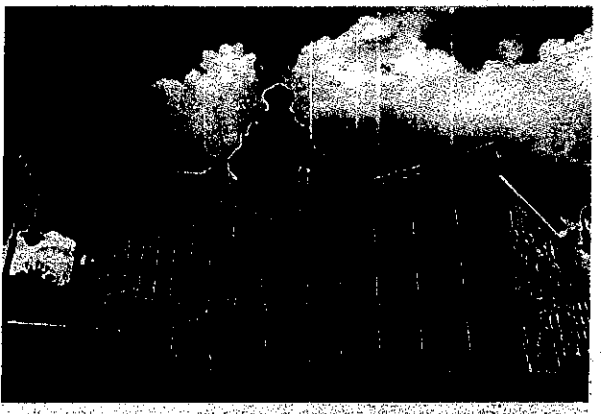
Termination of Campaign Filing Requirements

You **MUST**:

- **Continue to file** Campaign Disclosure and Statement of Economic Interests Reports until you are no longer:
  - Accepting contributions;
  - Incurring expenditures; and
  - Paying for expenditures **—campaign account then has a $0.00 balance.**
- **File a final** Campaign Disclosure Report.

See S.C. Code Ann. § 8-13-1368 for additional details.



"It is the Committee's goal to provide a quick ethics overview for candidates."

Rep. Murrell Smith, *Chairman*

Images obtained via Google

Allow Us to Introduce Ourselves!

House of Representatives Legislative Ethics Committee:

Rep. G. Murrell Smith, Jr., *Chairman*

Rep. J. David Weeks, *Vice-Chairman*

Rep. Beth Bernstein, *Secretary*

Rep. Heather Ammons Crawford

Rep. Wallace H. "Jay" Jordan, Jr.

Rep. John Richard C. King

Rep. Peter M. McCoy, Jr.

Rep. Dennis C. Moss

Rep. J. Todd Rutherford

Rep. Leonidas E. "Leon" Stavrinakis

House of Representatives Legislative Ethics Staff:

Jane O. Shuler, *Chief Legal Counsel*

Julia J. Foster, *Assistant Legal Counsel*

Lynne Short, *Executive Assistant*

Contact us:
P.O. Box 11867
519 Blatt Building
Columbia, SC 29211
Telephone: 803-734-3114

House of Representatives Legislative Ethics Committee

A Helpful Guide to Ethics
(as of June 5, 2019)

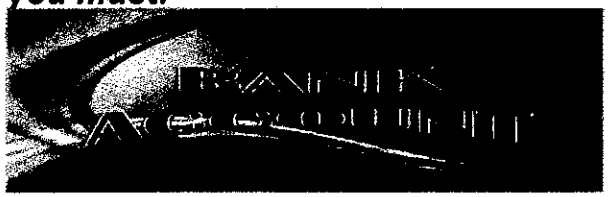
"Welcome to the House of Representatives!"

This brochure will cover a few things that you need to know:

- Reports that must be filed:
  - Campaign Disclosures
  - Statement of Economic Interests
- Campaign accounts:
  - Records
  - Contributions
  - Closing
- Governing Statutes:
  - Title 8, Chapter 13
  - Title 2, Chapter 17

This brochure does not represent the total explanation of the Ethics, Government Accountability, and Campaign Reform Act of 1991. Please read all applicable statutes for a full understanding of the law.

When you become a candidate, you must:



*** Open a separate campaign checking account for the seat.**
*** Maintain the campaign account in your name.**
*** Pay campaign account expenses over $25.00 through the campaign account in the form of a written instrument, debit card, or online transfer. If the campaign account expense is $25.00 or less, only a written receipt or record is required.**
See S.C. Code Ann. § 8-13-1312 and S.C. Code Ann. § 8-13-1348(C) for additional details.

MAINTAIN RECORDS

Candidate must maintain for four (4) years:
* Total amount of contributions accepted;
* Name, address, and occupation of each person making each contribution; and
* The total amount of expenditures made by or on behalf of the candidate.
See S.C. Code Ann. § 8-13-1302 for additional details.

Any contribution made in violation of this is to be donated within 7 days to:

Children's Trust
OF SOUTH CAROLINA

***See* S.C. Code Ann. § 8-13-1324.**

What is required of a Candidate or Representative?

Campaign Disclosure Reports

A candidate or representative is required to file a Campaign Disclosure report every quarter (April 10th, July 10th, October 10th, and January 10th). In addition, initial (upon receipt or expenditure of $500 or more within 10 days of receipt) and pre-election reports are required.

This form discloses the contributions received, expenditures made, and loans received or paid to one's campaign.

Statement of Economic Interests Reports

A candidate or representative is required to file a Statement of Economic Interests report on March 30th of every year.

This form reports, for example, the source, type, and amount of income a filer, or the filer's immediate family, receives from a governmental entity, as well as the source and type of any private source income, and any gifts received due to the filer's position.

Please review the user guides regarding each report provided on the State Ethics Commission's website, available at:
http://ethics.sc.gov/Campaigns/Pages/Userguides.aspx
It is not the House of Representatives Legislative Ethics Committee's responsibility to keep track of user names and passwords. The Committee has jurisdiction over House candidates, representatives, and legislative staff.

Use of Campaign Funds:

- Cannot use for personal expenses
- Must be:
  - Related to the campaign; or
  - Related to the candidate's office.

Note: Campaign petty cash account cannot exceed $100.00 and expenditures from campaign petty cash cannot exceed $25.00 per expenditure.

What is a contribution?
S.C. Code Ann. § 8-13-1300(7):

"'Contribution' means a gift, subscription, loan, guarantee upon which collection is made, forgiveness of a loan, an advance, in-kind contribution or expenditure, a deposit of money, or anything of value made to a candidate or committee to influence an election . . . ."

You must record the name of the contributor, his or her occupation, address, and the amount contributed.

How do you handle contributions?

- Contributions must be deposited into your campaign account within 10 days after receipt.
- All contributions received by your agent should be forwarded to you within 5 days.
- Contributions cannot be deposited without the address and name of the contributor.

See S.C. Code Ann. § 8-13-1312 for additional details.

What are the major campaign contribution limits and restrictions?

- A contribution cannot exceed $1,000 per election cycle;
- A cash contribution cannot exceed $25;
- A registered lobbyist cannot contribute; and
- Cannot receive contributions for two elective offices at same time.