Chapter 390-19 WAC
ELECTRONIC FILING

WAC

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WAC 390-19-010 Intent of electronic filing. (1) The public disclosure commission (PDC) was created and empowered by initiative of the people to provide timely and meaningful public access to information about the financing of political campaigns, lobbyist expenditures, and the financial affairs of public officials and candidates, and to insure compliance with contribution limits and other campaign finance restrictions.

(2) Full and prompt access to the political finance data filed by persons subject to the law is best realized through wide-spread use of electronic filing alternatives. The Washington state legislature has mandated that certain filers submit their PDC reports electronically. The commission encourages all persons required to report under the disclosure law to utilize the electronic filing alternatives provided by the PDC.

[Statutory Authority: RCW 42.17.370. 01-22-052, § 390-19-010, filed 10/31/01, effective 1/1/02.]

WAC 390-19-020 Electronic filing—Mandatory filing. (1) RCW 42.17A.245 mandates that persons satisfying the qualifying criteria in that section file all contribution and expenditure reports by electronic means.

(2) Persons filing by electronic means shall register with the PDC and receive a filer identification number and password. Filers must have a current C-1 Candidate Registration Statement or a C-1pc Committee Registration Statement and an original signature on file with the PDC prior to receiving a filer identification number.

(3) A filer subject to RCW 42.17A.245 shall file all PDC C-3 and C-4 reports and all appropriate schedules electronically in compliance with subsection (5) of this section.

(4) Any filer required to file electronically, but who files on paper, is in violation of RCW 42.17A.245 and may be subject to enforcement action unless the filer is a candidate who has sought and been granted an exception from electronic filing under WAC 390-19-050.

(5) A filer subject to electronic filing shall file reports using one of the following:

(a) The ORCA software (Online Reporting of Campaign Activity) provided free-of-charge by the PDC; or

(b) Any other electronic filing application provided or approved by the PDC.

[Statutory Authority: RCW 42.17A.110. 12-03-002, § 390-19-020, filed 1/4/12, effective 2/4/12. Statutory Authority: RCW 42.17.370(1). 10-04-058, § 390-19-020, filed 1/29/10, effective 3/1/10. Statutory Authority: RCW 42.17.370. 09-02-021, § 390-19-020, filed 12/30/08, effective 1/30/09; 01-22-052, § 390-19-020, filed 10/31/01, effective 1/1/02.]

WAC 390-19-030 Electronic filing—Reporting threshold. (1) The "electronic reporting threshold" that requires electronic filing of all contribution and expenditure reports is met when a candidate or political committee has expended $5,000 or more in the preceding calendar year or expects to expend $5,000 or more in the current calendar year.

(2) It is presumed that a filer "expects to expend" $5,000 or more when any one of the following first occurs:

(a) A filer spends at least $5,000;

(b) A filer is a candidate for the same office last sought, the filer's election is in the current calendar year, and his or her campaign expenditures in the previous election for the same office were $5,000 or more;

(c) A filer's expenditures meet or exceed $1,250 on or before March 31 of the current calendar year;

(d) A filer's expenditures meet or exceed $2,500 on or before June 30 of the current calendar year;

(e) A filer's expenditures meet or exceed $3,750 on or before September 30 of the current calendar year; or

(f) A filer otherwise projects that $5,000 or more will be spent during the current calendar year.

(3) The following expenditures or transactions are excluded from the electronic reporting threshold calculation:

(a) Expenditures made to pay outstanding debts carried forward from a previous election;

(b) Surplus funds disposed of in accordance with RCW 42.17A.430; and

(c) The value of in-kind contributions pledged or received within eight days of a special or general election.

(4) Candidate committees or political committees supporting or opposing ballot propositions that meet, exceed or expect to meet or exceed the electronic reporting threshold shall report electronically for the duration of the campaign.

[Statutory Authority: RCW 42.17.130 and 42.17.093. 12-01-047, § 390-19-030, filed 12/14/11, effective 1/14/12. Statutory Authority: RCW 42.17.370(1). 10-20-011, § 390-19-030, filed 9/24/10, effective 10/25/10. Statutory Authority: RCW 42.17.370. 05-11-001, § 390-19-030, filed 5/4/05, effective 6/4/05. Statutory Authority: RCW 42.17.370(1). 04-01-130, § 390-19-030, filed 12/18/03, effective 1/18/04. Statutory Authority: RCW 42.17.370. 01-22-052, § 390-19-030, filed 10/31/01, effective 1/1/02.]

WAC 390-19-040 Electronic filing—Verification and amendments. (1) An electronic report is filed when it is received and validated by the public disclosure commission (PDC) computer system. The PDC shall notify the filer that the electronic report has been received.

(2) An electronic report is timely filed if received on or before 11:59 p.m. Pacific Time on the prescribed filing date.

(3) An electronic report that is infected with a virus, damaged, or is improperly formatted is not properly filed with the PDC and shall be rejected.

(4) To amend an electronically filed report, the filer shall electronically refile the entire report.

[Statutory Authority: RCW 42.17.370. 01-22-052, § 390-19-040, filed 10/31/01, effective 1/1/02.]

WAC 390-19-050 Electronic filing—Exceptions. (1) The commission may make exceptions on a case-by-case basis for candidates whose authorized committees lack the technological ability to file reports electronically.

(2) A candidate seeking an exception under RCW 42.17A.245 shall file with the PDC a written statement of reasons why the authorized committee lacks the ability to file reports electronically.

[Statutory Authority: RCW 42.17A.110. 12-03-002, § 390-19-050, filed 1/4/12, effective 2/4/12. Statutory Authority: RCW 42.17.370. 01-22-052, § 390-19-050, filed 10/31/01, effective 1/1/02.]