

CAMPAIGN FINANCE FORM ETHCF-30
NOTICE OF VIOLATION, ERROR, OR DISCREPANCY
FOR USE BY LOCAL FILING OFFICERS (per *Wis. Stats. §11.0102(3)(e)*)

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| FOR OFFICE USE ONLY |
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Steps to take before notifying the Ethics Commission of a violation, error, or discrepancy:

- 1) Review the Campaign Finance Settlement Offer Schedule posted at <http://www.gab.wi.gov/campaign-finance/limits-deadlines>. If the violation, error, or discrepancy matches one of the categories listed, determine whether it would result in a penalty under the criteria given for that category. If the issue is not included on the settlement schedule, contact Ethics Commission staff for guidance.
- 2) Make sure that the committee has been notified of the potential violation. For some issues, committees have up to 30 days to fix the problem before being penalized. If the committee has been notified and has not addressed the issue in a timely manner, refer the issue to the Ethics Commission using the form below.
- 3) Gather and attach additional documents as necessary to provide evidence of the violation.

1. LOCAL FILING OFFICER CONTACT INFORMATION

| | | |
|---|---------|---------------|
| Name and Title | Phone # | Email Address |
| District Name | Address | |
| <input type="checkbox"/> County <input type="checkbox"/> City <input type="checkbox"/> Village <input type="checkbox"/> Town <input type="checkbox"/> School District | | |

2. POLITICAL COMMITTEE INFORMATION

| | | |
|-----------------------------|--------------------------|---------------|
| Name | Phone # | Email Address |
| Address (number and street) | City, State and Zip Code | |

3. VIOLATION TYPE

- 1) Late/Missing Report Filing Period: _____ Report Due Date: _____
- 2) Incomplete Contribution Information (Attach report(s)).
- 3) Cash Balance Discrepancy/Incomplete Report (Attach report(s)).
- 4) Exceeding Contribution Limits (Attach report(s)).
- 5) Prohibited Contributions/Corporate Contributions (Attach report(s)).
- 6) Other - _____ (Attach report(s) as necessary).

For Ethics Commission Staff Use Only: _____

- The attached information does not present evidence of a violation of campaign finance law, or is a minimal violation.
 Comments: _____ (note if attached)
- The attached information presents evidence of a violation punishable by a civil penalty under *Wis. Stats. §11.1400*.
 Comments: _____ (note if attached)
- The attached information presents evidence of a violation punishable by a criminal penalty under *Wis. Stats. §11.1401*.
 Comments: _____ (note if attached)
- Referred to District Attorney of _____ County on _____ (date)

4. ETHICS COMMISSION STAFF CONTACT INFORMATION

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|------|---------|---------------|
| Name | Phone # | Email Address |
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