

Establishing a Candidate Campaign Committee

Bergen County Republican
Organization

John H. Cross, Treasurer
2019

5 Phase Process

Planning

- Single Candidate Committee
- Joint Candidate Committee

NJ Div of Revenue

- Not For Profit Formation & Registration

Internal Revenue Svc (IRS)

- Employer Identification Number (EIN) Application

NJ Election Law Enforcement Commission (ELEC)

- Establishment of a Reporting Committee

Bank Depository Account

- Opening a campaign bank account

Planning

- Single v. Joint Candidate Committee
- Select a ELEC Registered Treasurer
- May dually possess both a
 - Single & Joint Committee
- Must abide by ELEC contribution limits
- Example-
 - Individual contribution limit \$2,600
 - May not contribute \$2,600 to Single Committee and an additional \$2,600 to Joint Committee for same Candidate

**FAILING
TO PLAN IS
PLANNING
TO FAIL**

NJ Div of Revenue Not for Profit Formation

- Obtain vitals (legal name, address & social security numbers of all candidates)
- Select a Registered Agent – Individual who accepts legal svc on behalf of NP (possibly Treasurer)
- Select Committee name – dually serves as NP name & ELEC campaign name. Be sure to abide by NJ ELEC Committee name regulations
- Complete online registration with the NJ Div of Revenue & Enterprise Svcs online registration - \$75.00 Fee.
- Print Certificate of Incorporation – NonProfit
- NJ REQUIRES all Candidate Committees to incorporate as a NP...or you may incur FINES & PENALTIES.
- This business MUST be dissolved by the NJ Div of Revenue upon ceasing of use (Fee applies).



IRS EIN Application



- Apply, Submit & Obtain your EIN Number
- Collect Candidate Vitals & NJ Not for Profit Registration
- Apply Online for free & immediately print your IRS FORM SS-4
- This **MUST** be completed after you Form NP with NJ Div of Revenue...as you are **ATTESTING** to the IRS that the business was formed in the State of its operation.

NJ ELEC Committee Establishment

- Complete & File-
- Form D-1 Single Candidate Committee or
- Form D-2 Joint Candidate Committee -
- Certificate of Organization &
- Campaign Treasurer & Depository
- Suggestion is to not include depository information, as bank will need to see certified ELEC Certificate to open account.





Depository Account
...Go to the Bank

- Required documentation-
- NJ Certificate of Incorporation – Not for Profit
- IRS Employer Identification Number - Form SS-4
- NJ ELEC Form D-1 'or' D-2 – Stamped 'Received' by ELEC

Other Factors

After obtaining depository account, file an ELEC Form D-X Designation of Organizational Treasurer & Depository- Document serves to designate your bank account with ELEC.

Follow listed Phases in exact order to maximize Efficiency & Accomplish the Mission!

Candidate may create a DBA name as, 'Election Fund of Candidate Name' in order to collect donation on the Candidates behalf ONLY.

NJ Registration of Alternative Name – Form C-150G (\$50 Fee)

Be sure to Register the DBA with the NJ Div of Revenue and follow all NJ ELEC Regulations.

Web Links

NJ Dept Of Treasury, Div of Revenue & Enterprise Svcs – NP Registration

<https://www.njportal.com/DOR/BusinessFormation/Home/Welcome>

NJ Dept of Treasury, Div of Revenue & Enterprise Svcs – DBA Registration

<https://www.njportal.com/DOR/BusinessAmendments/Forms/IdentifyBusiness>

Internal Revenue Svc – Apply for an Employer Identification Number

<https://www.irs.gov/businesses/small-businesses-self-employed/apply-for-an-employer-identification-number-ein-online>

NJ Election Law Enforcement Commission – Candidates & Committees

<https://www.elec.nj.gov/forcandidates/overview.htm>

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Treasurer

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Contact

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