



**OFFICE OF THE CITY COMMISSIONERS
PHILADELPHIA COUNTY BOARD OF ELECTIONS
City Hall Room 142
1400 John F Kennedy Blvd
Philadelphia, PA 19107
215-686-3469**

December 31, 2019

Dear Filer:

Effective with the 2020 Election Cycle, the Philadelphia County Board of Elections will now be accepting campaign finance reports filed with the Philadelphia Campaign Finance Online Filing System, www.PhiladelphiaCampaignFinance.com. We will be assessing late fees for online reports that are not complete with a notarized cover page. The Philadelphia County Board of Elections allows ten (10) calendar days after the report filing deadline for the notarized cover page to be received in our office before the report is marked as late. In the event the notarized cover page is not received timely, a late fee will be assessed. Please see answers to some frequently asked questions below.

- If you file via the Philadelphia Campaign Finance Online Filing System, a notarized cover page must be received by our office no later than ten (10) calendar days after the report filing deadline.
- If the tenth calendar day falls on a weekend or holiday, the ten-day deadline will be moved to the following business day.
- The County Board of Elections will **not** accept faxed or emailed copies of notarized cover pages.
- If a report is submitted timely online but the notarized cover sheet is **not** submitted within ten (10) calendar days, fines will accrue as of the reporting deadline.
 - Example: If a notarized cover sheet is submitted fifteen (15) calendar days after the reporting deadline, fines will have accrued for fifteen (15) days.
- If a report is submitted late online, the report will not be considered filed until the notarized cover page is received by our office. The late fee will continue to accrue until the notarized cover page is received.
- The Philadelphia County Board of Elections will still accept traditional paper reports.

Should you have any questions, please contact our office at 215-686-3469 or via email at Garrett.Dietz@phila.gov.

Sincerely,

A handwritten signature in black ink, appearing to read "Garrett C. Dietz".

Garrett C. Dietz

Acting Supervisor of Elections