

## Seminar for Nonconnected Committees—Information

### Who should attend this seminar?

- Treasurers of Leadership and Partnership Political Action Committees
- Treasurers of Political Action Committees that are **NOT** sponsored by corporations, unions, trade associations or nonprofit membership organizations
- Staff of the above organizations who have responsibilities for compliance with campaign finance laws
- Attorneys, accountants and consultants who have clients that are nonconnected PACs or unregistered 527 organizations
- Anyone who wants to gain in-depth knowledge of federal campaign finance laws, including the recently enacted lobbyist bundling and disclosure rules, as they apply to nonconnected PACs and unregistered section 527 organizations.

### What is the registration fee?

The registration fee is \$100 per attendee. Payment is required prior to the seminar. *A full refund will be made for all cancellations received before 5 p.m. EST on April 2; no refund will be made for cancellations received after that date and time.*

### How do I register?

Visit <http://www.fec.gov/info/conferences/2010/nonconnected2010.shtml> to download our screen fillable registration form. Please fax your registration form to (202) 219-8504 or send via e-mail to [Conferences@fec.gov](mailto:Conferences@fec.gov) by 5 p.m. EST on April 2.

Please call the FEC or e-mail [Conferences@fec.gov](mailto:Conferences@fec.gov) prior to registering to ensure there is space available in the seminar.

After we receive your registration, we will send you an e-mail to confirm your registration. If you will be unable to attend, please notify us as soon as possible by sending an e-mail to [Conferences@fec.gov](mailto:Conferences@fec.gov) so that the next person on the waiting list will be able to attend.

If you have any questions about registration, please contact the Information Division at 202/694-1100 or e-mail [Conferences@fec.gov](mailto:Conferences@fec.gov).

### Where is the seminar being held?

The seminar will be held at the FEC's headquarters at 999 E Street, NW, Washington, DC. Please allow a few extra minutes to go through security upon your arrival at the FEC.

### What hotel arrangements do I need to make?

Attendees are responsible for making their own hotel reservations at a hotel of their choosing. Hotels that are in walking distance to the FEC include:

- Courtyard by Marriott Washington Convention Center
- Hotel Monaco
- Grand Hyatt
- J.W. Marriott
- Marriott at Metro Center
- Embassy Suites Convention Center

Note that the FEC is providing a list of nearby hotels for the convenience of attendees but, as a government agency, may not endorse any of them. We recommend that you do not finalize your hotel/travel reservations until you have received a confirmation of your registration from the FEC.

### How do I get to the FEC?

The FEC recommends that attendees use public transportation to reach the FEC. The FEC is located at 10th and E Streets, N.W., in between the Metro Center (Red/Orange/Blue lines) and Gallery Place (Green/Red/Yellow lines) Metro stations. If you drive, there are several pay parking lots located near the FEC; however, many of these fill before 8 a.m.

### What should I wear?

While there is no formal dress code for our seminars, attendees typically wear business casual attire.

### Additional Questions:

Call 1-800/424-9530 (press 6) (local DC: 202/694-1100) or e-mail [Conferences@fec.gov](mailto:Conferences@fec.gov)

Federal Election Commission  
2010 Seminar Series

## FEC Seminar for Nonconnected Committees

April 7, 2010  
FEC Headquarters  
Washington, DC



# Seminar for Nonconnected Committees—Agenda

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**April 7, 2010**

**8:00 - 9:00 AM Registration**

**9:00 - 9:15 AM Welcome**

**9:15 - 10:30 AM Breakout Workshops**  
(Choose One Option)

**Option 1A: Basics of the Law**

- Organization of committee
- Contributions and expenditures
- Filing information

**Option 1B: Recent Developments**

(Do not select option 1B if you have not previously attended an FEC workshop.)

- Important court cases
- Recent legislation and regulations

**10:30 - 10:45 AM Break**

**10:45 AM - 12:15 PM Breakout Workshops**  
(Choose One Option)

**Option 2A: FEC Rules for Partnerships and other Nonconnected PACs**

- Fundraising
- Lobbyist bundling
- Use of resources

**Option 2B: Rules for Leadership PACs**

- Fundraising
- Travel
- Lobbyist bundling

**12:15 - 1:15 PM Lunch Break**

Attendees go out to eat lunch on their own. A list of eateries will be provided.

**1:30 - 3:00 PM Breakout Workshops**  
(Choose One Option)

**Option 3A: FEC Reporting**

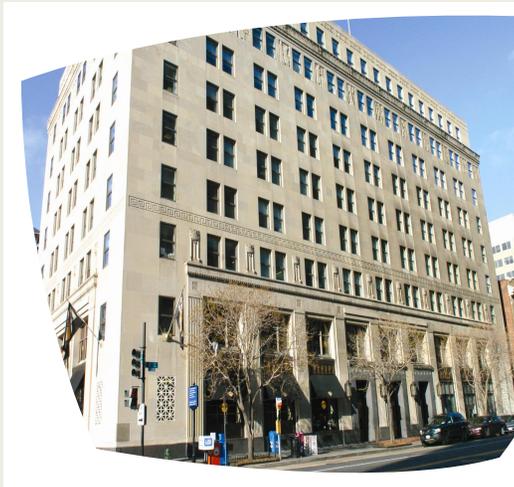
- Tricky reporting issues
- Rules for reporting allocated expenditures

**Option 3B: Best Practices**

- Internal controls
- Organization and recordkeeping

**3:00 - 4:00 PM One-on-One with RAD Analysts and E-Filing Staff**

An opportunity to meet your Campaign Finance Analyst, the person who reviews your committee's reports, and discuss your questions regarding reporting and the FEC's review process.



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Information Division  
999 E Street, NW  
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