



Federal Election Commission

Seminar for Corporations and their Political Action Committees

Agenda

May 11, repeated May 18, 2011

FEC Headquarters

Washington, DC

8:00 - 8:30 AM — Registration

8:30 - 8:45 AM — Welcome

8:45 - 9:00 AM — Break

9:00 - 10:30 AM — Breakout Workshops

(Choose One Option)

Option 1A: Basics for Beginners

- Overview of FECA
- Contributions and expenditures
- Filing information

Option 1B: Recent Developments in the Law

(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 — PAC Operations, Part 1

- Solicitation notices
- Collecting contributions
- Fundraising techniques

12:15 - 1:15 PM Lunch Break

Lunch on your own. A list of eateries will be provided.

1:15 - 2:45 PM — PAC Operations, Part 2

- Methods for supporting federal candidates
- Types of PAC communications

2:45 - 3:00 PM — Break

3:00 - 4:00 PM — Breakout Workshops

(Choose One Option)

**Option 2A: Corporate Communications
and Resources**

- Permitted corporate communications
- Use of corporate facilities

**Option 2B: Electronic Filing: Hands on Training
with FECFile**

- Learn how FECFile works and its features

4:00 - 4:30 PM — Meet Your Campaign Analyst

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.



**FEDERAL ELECTION COMMISSION
2011 SEMINAR SERIES**