



FEDERAL ELECTION COMMISSION

Seminar/Webinar for Nonconnected PACs (including Super PACs, Hybrid PACs & Leadership PACs)

November 13, 2013

FEC Headquarters – Washington, DC

Seminar/Webinar Information

Who should attend?

- Treasurers and staff of **nonconnected political action committees (including Super PACs, Hybrid PACs and Leadership PACs)** who have responsibility for compliance with federal campaign finance laws
- Attorneys, accountants and consultants who have clients that are these types of committees
- Anyone who wants to gain in-depth knowledge of federal campaign finance law as it applies to these types of committees
- Anyone who wants to learn about the operations of these types of committees

What is the difference between the seminar and webinar?

The agenda (included in this document) is exactly the same. Seminar workshops will simply be simulcast for online attendees. While those present at the seminar will have more opportunities to interact with agency staff and other attendees, webinar participants will see workshop slides, hear presentations and be able to ask questions via live chat.

May corporate/trade/member/labor PAC representatives attend this seminar?

You may attend, but the content of this seminar is not tailored to your type of organization. The Commission will host a number of training events later this year and in 2014 tailored to connected PACs. To view the full list of events, please visit our website at <http://www.fec.gov/info/outreach.shtml#conferences>. For additional information on seminars, please email the FEC at Conferences@fec.gov or call the FEC's Information Division at 1.800.424.9530 (Press 6).

Are these workshops for beginners or seasoned campaign finance law veterans?

Yes. The workshops are designed to educate both beginners and those already familiar with campaign finance laws. All workshops are updated regularly to ensure that attendees receive the very latest information. Moreover, FEC seminars offer an opportunity for both beginners and advanced attendees to network with one another, to share ideas and to learn from each other.

Are CLE credits (or continuing education credits) available?

The FEC has not applied in any state to be an official CLE (or CE) sponsor. In the past, however, attendees have applied on their own for, and received, continuing education credits for their attendance at FEC conferences and seminars. Contact your state MCLE organization (or state board of accountancy) for more information. Please contact the Information Division at Conferences@fec.gov or call the FEC's Information Division at 1.800.424.9530 (Press 6) if you have further questions or need additional materials for your application.

Agenda – November 13, 2013

10:30 - 11:00 AM	Registration
11:00 AM - 12:30 PM	Nonconnected PAC Operations, Part 1
12:30 - 2:00 PM	Lunch on your own. A list of restaurants will be provided.
2:00 - 3:30 PM	Nonconnected PAC Operations, Part 2

Note: All times are Eastern Standard Time.

Registration Information

What is the registration fee?

The registration fee is \$50 to attend in-person or \$30 to participate online. Either way, the registration fee includes a \$10 nonrefundable transaction fee. ***A refund (minus the transaction fee) will be made for all cancellations received by Friday, November 8, 2013; no refund will be made for cancellations received after that date.*** Note: Credit card payments will appear on your statement as paid to *Sylvester Management Corporation*.

How do I register?

- Register online at <http://www.cvent.com/d/m4qmjy>
- Register by mail, email or fax by using the screen-fillable form at <http://www.fec.gov/info/conferences/2013/nonconnectedform2013.pdf>

If you use an online form to register for a seminar, the information you provide may be retained so that details about changes, upgrades, etc. may be communicated, where appropriate. Please see our Privacy Policy at <http://www.fec.gov/privacy.shtml> for more information.

Please call Sylvester Management at 1-800/246-7277 prior to registering to ensure there is space available in this seminar/webinar. If you will be unable to attend, please notify Sylvester Management as soon as possible by calling 1-800/246-7277 or sending an email to Rosalyn Himes at Rosalyn@sylvestermanagement.com, so that the next person on the waiting list will be able to attend.

If you have any program questions, please contact the Information Division at 1-800/424-9530 (press 6) or email Conferences@fec.gov.

Logistics

Where is the seminar being held?

The seminar will be held at the Federal Election Commission, 999 E Street, N.W., Washington, DC. Please allow a few extra minutes to go through security upon your arrival at the FEC.

How do I access the webinar?

The webinar will be available at <http://fec.adobeconnect.com>. You'll need internet access, a web browser and Adobe Flash Player 10.1 or higher to participate. Additional instructions and technical information will be provided to those who register for the webinar.

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 Street, 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 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 within walking distance to the FEC include:

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

What should I wear?

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

Additional Questions:

Seminar Program: 1-800/424-9530 (press 6) or email Conferences@fec.gov

Seminar Registration/Fees: 1-800/246-7277 or email Rosalyn@sylvestermanagement.com

Seminar Website: <http://www.fec.gov/info/conferences/2013/nonconnectedseminar.shtml>