

# FECFile Webinars for PACs and Party Committees

Administering and Enforcing Federal Campaign Finance Law

**FECFILE**  
Electronic Filing Software

**July 8, 2026**

## Federal Election Commission 2026 July Quarterly FECFile Basics Webinar for PACs & Party Committees

July 8, 2026 (12:00 - 2:00 p.m. Eastern Time)

### **PART I: FECFile Basics**

- Getting started with FECFile
- Setting up your database
- Creating individual reports

### **PART II: FEC Form 1 (Statement of Organization)**

- Treasurer designation
- Affiliated committees
  - Joint fundraisers
- Bank depositories
- Multiple email addresses
- Changing committee address
- Reporting changes / amendments

### **PART III: Reporting Receipts**

- Types of receipts reported on Schedule A
  - Itemization thresholds
- Individual contributions
  - Creating new contact v. existing contact
  - Partnership contributions (introduction to transaction splits)
- In-kind contributions
- PAC and political committee contributions
  - Using PAC look-up function

### **PART IV: Reporting Disbursements**

- Types of disbursements reported on Schedule B
- Operating Expenditures
- Staff reimbursements / credit card payments
- Contributions to other federal committees
- Refunds of individual contributions
- Nonfederal contributions

### **PART V: Providing Additional Information**

- Miscellaneous Electronic Submission (Form 99)
- Memo text on report
- Memo text v. memo item

### **PART VI: Filing Reports**

- Close / validate / save / upload
- How to amend report

### **HELPFUL LINKS**

- Electronic filing resources
- FECFile video tutorials
- Reporting and additional resources



**FEDERAL ELECTION COMMISSION 2026 WEBINAR SERIES**