



KENTUCKY REGISTRY OF ELECTION FINANCE

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NOTICE AND INSTRUCTIONS TO 2020 CANDIDATES

- **Mandatory electronic reporting** – As a result of recent legislation (2019 Senate Bill 4), all candidates, slates of candidates, committees, and contributing organizations will be **required to electronically submit all required campaign finance reports to the Registry of Election Finance** beginning with the 2020 Primary election. See KRS 121.120(6)(i) and 121.180(16). The Registry's electronic filing system will be provided free of charge to all filers.
- **KREF 001** – When candidates file with the Secretary of State or County Clerk for ballot access, they must also file a Statement of Spending Intent and Appointment of Campaign Treasurer form (KREF 001). This form is used to provide the Registry with candidate information, identify the election date and office sought, designate a campaign treasurer, indicate the financial institution that the campaign will use, and indicate the candidate's spending intent, which may qualify the candidate for a reporting exemption. See KRS 121.160(1) and 121.180(1). Candidates may appoint any registered Kentucky voter as campaign treasurer, or serve as their own treasurer.
- **Candidates MUST submit their KREF 001 form electronically to the Registry** – In order to comply with the new mandatory electronic filing requirements, **ALL** candidates for office in 2020 must create an account in the Registry's new electronic filing system and submit their KREF 001 form electronically to the Registry. See KRS 121.120(6)(i) and 121.180(1) & (16).
- **Candidates must also submit a hard copy of their KREF 001 with the Secretary of State or County Clerk** – After Candidates submit their KREF 001 form electronically to the Registry, they must also print a hard copy of the form and file the form with the same office at which they file their papers for ballot access (Secretary of State or County Clerk). See KRS 121.160(1) and 121.180(1)(a).
- **INSTRUCTIONS FOR ACCESSING THE REGISTRY'S ELECTRONIC FILING SYSTEM** – In order to initiate the filing process, candidates should go to <https://kref.ky.gov>, click on the "EFILE" button on the Registry's homepage, and follow the instructions found there for creating their account and submitting their KREF 001 form electronically. Once their form has been submitted and approved by the Registry, candidates will be able to print out their completed forms and file them with the Secretary of State or their County Clerk, as appropriate.