



PERMANENT ADMINISTRATIVE ORDER

ELECT 4-2025 CHAPTER 165 SECRETARY OF STATE ELECTIONS DIVISION

FILED

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ARCHIVES DIVISION
SECRETARY OF STATE
& LEGISLATIVE COUNSEL

FILING CAPTION: Updates the financial threshold for administrative discontinuation from \$3,500 to \$5,000.

EFFECTIVE DATE: 09/08/2025

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AMEND: 165-012-0240

RULE TITLE: Administrative Discontinuation of a Political Committee

NOTICE FILED DATE: 07/10/2025

RULE SUMMARY: SB 1538 (2024) increased the limit for a Certificate of Limited Contributions and Expenditures (PC7) "Certificate" from \$3,500 to \$5,000. The Certificate limit is also used in the criteria for determining which committees may be considered for Administrative Discontinuation. This update aligns OAR 165-012-0240 with the updated \$5,000 Certificate limit in ORS 260.043 and ORS 260.112.

RULE TEXT:

(1) The Elections Division may administratively discontinue a political or petition committee when:

(a) The committee has not filed any transactions under ORS 260.057 for one calendar year;

(b) The committee's ending cash balance reflected on the committee's ORESTAR Account Summary is between \$5,000.00 and negative \$5,000.00; and

(c) The committee's balance deficit reflected on the committee's ORESTAR Account Summary is between \$5,000.00 and negative \$5,000.00.

(2) Not later than 30 days before administratively discontinuing a committee under this section, the Elections Division shall attempt to inform the committee of the proposed discontinuation.

(a) For a candidate committee:

(A) By first class mail sent to the mailing address reported on the most recent Statement of Organization for the candidate and by first class mail to the most recent mailing address for the candidate reported in the Oregon Centralized Voter Registration System. If both addresses are the same, only one letter shall be sent; and

(B) If the treasurer is someone other than the candidate, by first class mail to the mailing address reported on the most recent Statement of Organization for the treasurer.

(b) For a political committee notice will be sent by first class mail sent to the mailing address reported on the most recent Statement of Organization for the treasurer and by first class mail to the most recent mailing address for the treasurer reported in the Oregon Centralized Voter Registration System. If both addresses are the same, only one letter shall be sent.

(c) For a petition committee:

- (A) By first class mail sent to the mailing address reported on the most recent Statement of Organization for the chief petitioner(s) and by first class mail to the most recent address for the chief petitioner(s) in the Oregon Centralized Voter Registration System. If both addresses are the same, only one letter shall be sent; and
- (B) If the treasurer is someone other than the chief petitioner(s), by first class mail to the mailing address reported on the most recent Statement of Organization for the treasurer.
- (3) In lieu of sending the notification by first class mail under (2), the Elections Division may choose to send the notification via email to the email address reported on the most recent statement of organization for each person.
- (4) The notice shall inform the committee that it will be discontinued by the Elections Division unless the committee notifies the Elections Division of reasons why the committee does not meet the criteria of this rule for administrative discontinuation; notification from the committee must be received not later than 20 days after the service date of the letter. "Notification" means contact in writing, via mail, email, fax transmission, or making contact with the Elections Division by phone. The written notice from the Elections Division shall also include:
- (a) Notification that the statement of organization will be administratively discontinued 30 days from the date of the notice; and
- (b) The applicable reasons for discontinuation listed in subsection (1) of this section.
- (5) If the candidate of a candidate committee, the treasurer of a political action committee, or if all of the chief petitioners of a petition committee are identified as deceased in the Oregon Centralized Voter Registration System, the Division shall administratively discontinue the committee without attempting to inform the committee of the proposed discontinuation.

STATUTORY/OTHER AUTHORITY: ORS 246.150, ORS 260.046

STATUTES/OTHER IMPLEMENTED: ORS 260.046