

RALPH SMITH CAMPAIGN FOR CITY COUNCIL REFUND POLICY

LAST REVISED: MARCH 12, 2018

If you have made an error in making your donation or change your mind about contributing to Ralph Smith Campaign for City Council, we will honor your request for a refund made within 15 business days of your donation. To request a refund, send an email with the amount, date, and donation method used to info@RalphForTampa.com

Per Florida law, the following describes the refund policy as required by condition or request.

Certain conditions require the return of campaign contributions:

Contributions ***must be returned*** to the contributor ***if***:

- A candidate receives a contribution in excess of the limitations provided by law.
- A candidate with opposition in an election receives a contribution on the day of that election or less than five days prior to the date of that election.

- A candidate receives a contribution once he or she is elected, defeated, becomes unopposed, or withdraws his or her candidacy.

When a contributor requests a refund of a campaign contributions:

If the contribution to be returned has not been deposited into the campaign account:

The campaign must report the contribution as a contribution returned using form [DS-DE 02](#). Under these circumstances, your contribution check will be returned via U.S. mail within 15 business days.

Contributions made via our website facility will be reversed via our Merchant Account transaction facilities within 15 business days.

If the contribution has been deposited:

The campaign will issue a check from the campaign account to the contributor requesting the refund for the amount of the contribution. Such a refund will be reported on the itemized contribution report.

Refunds are returned using the original method of payment, except cash donations will be returned via check. If you made your donation by credit card, your refund will be credited to that same credit card.

Certain conditions trigger a refund request.

Changing the Designation of Office

A candidate may change the designation of office by filing a new [Form DS-DE 9](#) and a written statement indicating the change with the filing officer. However, the candidate must notify each contributor in writing and offer to return their contribution using the following procedure:

- Within fifteen days after filing the change with the filing officer the candidate must send a written notice to all contributors.
- The candidate must offer (in the notice) to return to the contributor on a pro rata basis all contributions given in support of the original office.
- The candidate must include (with the notice) a copy of [Form DS-DE 86, Request for Return of Contribution](#).
- If the contributor returns [Form DS-DE 86](#) within 30 days of receiving the notice, the candidate must return a pro rata share of all contributions given in support of the original office.
- If the contributor does not return [Form DS- DE 86](#) within 30 days of receiving the notice, the candidate may use the contribution for the newly designated office up to the maximum of the contribution limits allowed by law. The full amount of the contribution for the original office shall count toward the contribution limits for the new office. Any amount that exceeds the contribution limits for the new office must be properly disposed of pursuant to law.

(Section 106.021 (1)(a), F.S.) The following formula is used to determine the pro rata share: The amount of contributions contributed to the campaign that remain in the campaign account on the date the candidate filed the change of designation MINUS The amount already obligated for goods or services DIVIDED BY The total amount of contributions contributed to the campaign MULTIPLIED BY The amount of the contribution contributed by the individual contributor

Pro Rata Refund Example

The candidate received a total of \$5,000 from all contributors. Of this amount, the candidate has \$2,500 remaining in the campaign account with an outstanding amount of \$500 owed for goods and services. This leaves \$2,000 in the account to be used for pro rata refunds. One contributor gave a \$500 original contribution and wishes to have it returned.

$\$2,500 - \$500 = \$2,000 \div \$5,000 = 40\% \times \$500 = \200 *pro rata refund to the contributor*
(Section 106.021(1), F.S.)

- **Changes to the Policy:** Ralph Smith Campaign for City Council periodically reviews and updates our policy for communicating with you via occasional email updates. We will post any updates about that policy on our website.