



**California  
Fair Political  
Practices Commission**

March 3, 1988

Elsie Olson  
Elsie Olson & Associates  
18309 San Fernando Mission Blvd.  
Northridge, CA 91326

RE: Your Request for Advice  
Our File No. A-88-057

Dear Ms. Olson:

You have requested advice regarding the campaign provisions of the Political Reform Act of 1974.<sup>1/</sup>

QUESTION

May a controlled committee register one person as a treasurer and one as an assistant treasurer on the statement of organization with the assistant treasurer having authorization to sign reporting forms in the treasurer's absence?

CONCLUSION

Only one treasurer may be authorized to sign a committee's reporting forms.

FACTS

You are forming a controlled committee to support a candidate for state Assembly. You would like to name a treasurer and an assistant treasurer with either one being able to sign the reporting forms. The assistant treasurer will be the individual who will actually keep the financial records for reporting purposes.

<sup>1/</sup> Government Code Sections 81000-91015. All statutory references are to the Government Code unless otherwise indicated. Commission regulations appear at 2 California Code of Regulations Section 18000, et seq. All references to regulations are to Title 2, Division 6 of the California Code of Regulations.

ANALYSIS

Section 84100 requires every committee to "have a treasurer." Additionally, Section 81004 requires the treasurer to sign and verify all statements filed under subdivision (a) of Section 82013 (recipient committees). The Commission interprets these sections to mean that only one treasurer may be designated with verification authorization, although a person other than the treasurer may be involved in preparing the required reporting forms. (cf. In re Augustine (1975) 1 FPCC Ops. 69.)

The person listed on the statement of organization (Form 410) as treasurer should be aware that when signing a reporting form he or she is verifying, under penalty of perjury, that the information contained in the report is true and accurate. Therefore, the person who prepares the reporting forms should be listed on the statement of organization as the treasurer for the committee. (See In re Augustine, supra.)

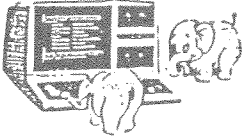
If the treasurer is unavailable at the time the statement is due, another representative of the committee may sign the statement on behalf of the treasurer. However, the treasurer must file an amendment as soon as possible to provide his or her verification.

If you have additional questions, please contact me at (916) 322-5662.

Sincerely,

Diane M. Griffiths  
General Counsel

By: Kevin S. Braaten-Moen  
Political Reform Consultant



January 27, 1988

Diane Griffiths  
General Council  
Fair Political Practices Commission  
428 "J" Street, Suite 800  
P. O. Box 807  
Sacramento, CA 95804

Dear Ms. Griffiths:

We are in the process of organizing a controlled committee for a candidate for State Assembly.

We would like to name a treasurer and an assistant treasurer and we would like to know if the assistant treasurer (who will be doing all the accounting and FPPC reports) is permitted to sign the FPPC reports if the treasurer is not available.

If this is not permitted could we name two treasurers with either one being able to sign the reports.

If you need more information in making this ruling please call me at this number (818) 360-3729.

Thank you for your help.

Sincerely,

ELSIE O. OLSON

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**ELSIE OLSON & ASSOCIATES**  
CAMPAIGN ACCOUNTING

18309 San Fernando Mission Blvd. • Northridge, CA 91326 • (818) 360-3729



# California Fair Political Practices Commission

February 1, 1988

Elsie O. Olson  
Elsie Olson & Associates  
Campaign Accounting  
18309 San Fernando Mission Blvd.  
Northridge, CA 91326

Re: 88-057

Dear Ms. Olson:

Your letter requesting advice under the Political Reform Act was received on February 1, 1988 by the Fair Political Practices Commission. If you have any questions about your advice request, you may contact me directly at (916) 322-5662.

We try to answer all advice requests promptly. Therefore, unless your request poses particularly complex legal questions, or more information is needed, you should expect a response within 21 working days if your request seeks formal written advice. If more information is needed, the person assigned to prepare a response to your request will contact you shortly to advise you as to the information needed. If your request is for informal assistance, we will answer it as quickly as we can. (See Commission Regulation 18329 (2 Cal. Adm. Code Sec. 18329).)

You also should be aware that your letter and our response are public records which may be disclosed to the public upon receipt of a proper request for disclosure.

Very truly yours,

*Jeanne Pritchard*  
Jeanne Pritchard  
Chief  
Technical Assistance and Analysis  
Division

JP:plh