

**2012 SCHEDULE OF FILER TRAINING SEMINARS (Revised: 05/12)**

<b>January 12</b>	<b>Candidates and Political Committees</b>
<b>February 9</b>	<b>Candidates and Political Committees</b>
<b>March 8</b>	<b>Constituent Service Programs</b>
<b>March 22</b>	<b>Candidates and Political Committees</b>
<b>April 12</b>	<b>Campaign Finance Reporting Requirements</b>
<b>May 10</b>	<b>Legal Defense Committees/Funds</b>
<b>June 14</b>	<b>Constituent Service Programs</b>
<b>July 12</b>	<b>Candidates and Political Committees</b>
<b>August 9</b>	<b>Constituent Service Programs</b>
<b>September 13</b>	<b>Campaign Finance Reporting Requirements</b>
<b>October 11</b>	<b>Candidates and Political Committees</b>
<b>November 15</b>	<b>Constituent Service Programs</b>
<b>December 13</b>	<b>Exploratory Committees</b>

The D.C. Office of Campaign Finance (OCF) will conduct informal Training Seminars throughout calendar year 2012 for all candidates for elective office, political committees and their treasurers; treasurers and officers of Constituent Service Programs; Lobbyists, Legal Defense Committees; and Exploratory Committees.

The Training Seminars are designed to assist participants in complying with the recently enacted Campaign Finance Emergency Act of 2012, and to acquaint filers with the use of OCF's Electronic Filing System. Additionally, sessions will be facilitated by a member of the agency's Office of the General Counsel (OGC), and supported by staffers from OCF's Reports Analysis and Audit Division (RAAD) and Public Information and Records Management (PIRM) Division.

Training is scheduled on selected Thursdays from 12:00 noon until 1:00 p.m. Participants are invited to bring their lunch, as the training occurs during a lunch hour. Although the "Agenda" for each session is pre-set, the facilitator is always free to deviate from the stated content to address specific concerns of participants.

In the event of the need for immediate, individualized training, you may make a special request of the General Counsel, who will attempt to accommodate the request in a timely manner.

All Training Seminars are conducted in the Library of the Office of Campaign Finance, located at 2000 – 14<sup>th</sup> Street, N.W., Suite 433, Washington, D.C. 20009. To register to attend a seminar, please contact the Office of the General Counsel on (202) 671-0542.