

STATE BOARD OF ELECTIONS

NOTICE OF EMERGENCY AMENDMENTS

**This emergency rulemaking became effective on June 29, 2009, for a maximum of 150 days and is pending the adoption of the proposed rulemaking that was filed with the Secretary of State Index Division at the same time. The SBE anticipates the adoption of the proposed rulemaking occurring before the emergency rulemaking expires on November 25, 2009.**

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**NOTE: The following emergency rulemaking was published in the *Illinois Register* on July 10, 2009 - Volume 33, Issue 28 beginning on page 9809.**

- 1) Heading of the Part: Campaign Financing
- 2) Code Citation: 26 Ill. Adm. Code 100
- 3) 

<u>Section Numbers:</u>	<u>Emergency Action:</u>
100.179	New Section
100.180	New Section
100.185	New Section
100.EXHIBIT A	New Section
- 4) Statutory Authority: Implements 5/9-35 of the Election Code [10 ILCS 5/9-35] and authorized by Section 9-35(h) of the Election Code [10 ILCS 5/9-35(h)].
- 5) Effective Date of Amendments: June 29, 2009
- 6) If this emergency rulemaking is to expire before the end of the 150-day period, please specify the date on which it is to expire: This emergency rulemaking will expire at the end of the 150-day period or upon adoption of permanent rules, whichever comes first.
- 7) Date filed with the Index Department: June 29, 2009
- 8) A copy of the emergency amendments, including any material incorporated by reference, is on file in the agency's principal office and is available for public inspection.
- 9) Reason for Emergency: **The effective date of PA 95-971 was January 1, 2009; however, P.A. 95-1038 was enacted that authorized the SBEL to accept business entity registrations via paper or email attachment until August 1<sup>st</sup>. This emergency rulemaking replaces the previous emergency rulemaking that expired on May 31, 2009 and is needed to bridge the gap between the expiration of the previous emergency rulemaking and the date when the electronic registration system will be operational.**
- 10) A Complete Description of the Subjects and Issues Involved: Sections 100.179 and 100. Exhibit A of this rulemaking establishes a registration mechanism for business entities

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whose existing State contracts, or whose bids or proposals on State contracts exceed \$50,000, to submit their registration forms via postal mail or e-mail using a PDF file attachment. The Board will time stamp the registration form, scan it, and e-mail or mail the form (which is deemed to be the certificate of registration) to the business entity for submission to the chief procurement officer (CPO) of the agency at which the contract is being sought. Businesses with existing bids or contracts must submit the certificate to the CPO within 30 days after the effective date of the Act. The registration forms sent via email will be stored in an e-mail repository and be available for public viewing and downloading of hard copy forms. Registration forms that are submitted on paper will be stored in the principal office of the State Board of Elections. This Section will apply to affected business entities until such time that the electronic registration system is operational, which is expected to occur in mid July of 2009, but is required by P.A. 95-1038 to occur on or before August 1, 2009.

Section 100.180 of this rulemaking establishes procedures to be used by business entities whose existing State contracts, or whose bids or proposals on State contracts exceed \$50,000, to electronically register with the SBEL. Such entities will receive electronically a certificate of registration.

This Section 100.185 of this rulemaking sets forth the situations in which the SBEL must assess civil penalties against such entities (failure to update a registration, failure to submit the certificate of registration with a business' affiliated persons/entities, etc.). This Section is applicable once the electronic registration system referred to above, is operational.

- 11) Are there any proposed amendments to this Part pending? No
- 12) Statement of Statewide Policy Objectives: This emergency rulemaking does not create or expand a State mandate on local government.
- 13) Information and questions regarding this emergency rulemaking shall be directed to:

Steven S. Sandvoss  
General Counsel  
State Board of Elections  
1020 S. Spring St.  
Springfield IL 62708

217-557-9939  
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The full text of the Emergency Amendments begins on the next page:

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## TITLE 26: ELECTIONS

## CHAPTER I: STATE BOARD OF ELECTIONS

## PART 100

## CAMPAIGN FINANCING

Section	
100.10	Definitions
100.20	Official Forms
100.30	Forwarding of Documents (Repealed)
100.40	Vacancies in Office – Custody of Records
100.50	Multiple Filings by State and Local Committees
100.60	Filing Option for a Federal Political Committee
100.70	Reports of Contributions and Expenditures
100.80	Report Forms
100.90	Provision Circumvention
100.100	Proof of Identification; Application for Inspection and Copying (Repealed)
100.110	Loans by One Political Committee to Another
100.120	Receipt of Campaign Contributions
100.125	Receipt by Mail of Pre-Election and Semiannual Reports of Campaign Contributions and Expenditures
100.130	Reporting by Certain Nonprofit Organizations
100.140	Prohibited Contributions – State Property
100.150	Electronic Filing of Reports
100.160	Good Faith
100.170	Sponsoring Entity
100.175	Temporary Business Entity Registration Procedures
EMERGENCY	
100.180	Business Entity Registration Procedures
EMERGENCY	
100.185	Assessment of Civil Penalties
EMERGENCY	
100.EXHIBIT A	Temporary Business Entity Registration Form
EMERGENCY	

AUTHORITY: Implementing Article 9 of the Election Code [10 ILCS 5/Art. 9] and authorized by Section 9-15(3) of the Election Code [10 ILCS 5/9-15(3)].

SOURCE: Amended at 5 Ill. Reg. 1337, effective January 30, 1981; amended at 5 Ill. Reg. 12115, effective October 26, 1981; codified at 6 Ill. Reg. 7211; amended at 7 Ill. Reg. 225,

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effective December 16, 1982; amended at 14 Ill. Reg. 10824, effective June 22, 1990; amended at 16 Ill. Reg. 6982, effective April 21, 1992; amended at 18 Ill. Reg. 14707, effective September 9, 1994; amended at 21 Ill. Reg. 10044, effective July 21, 1997; emergency amendment at 23 Ill. Reg. 719, effective January 4, 1999, for a maximum of 150 days; amended at 23 Ill. Reg. 6796, effective May 24, 1999; emergency amendment at 24 Ill. Reg. 13039, effective August 9, 2000, for a maximum of 150 days; emergency expired January 5, 2001; amended at 24 Ill. Reg. 14214, effective September 11, 2000; amended at 29 Ill. Reg. 18785, effective November 7, 2005; amended at 30 Ill. Reg. 10261, effective June 1, 2006; amended at 30 Ill. Reg. 17496, effective November 3, 2006; amended at 31 Ill. Reg. 7142, effective May 1, 2007; emergency amendment at 33 Ill. Reg. 332, effective January 1, 2009, for a maximum of 150 days; emergency expired May 30, 2009; emergency amendment at 33 Ill. Reg. 9809, effective June 29, 2009, for a maximum of 150 days.

**Section 100.175 Temporary Business Entity Registration Procedures  
EMERGENCY**

- a) This Section is effective through August 1, 2009.
- b) This Section complies with Public Acts 95-971 and 95-1038. Those Acts require any business entity whose existing State contracts or whose bids and proposals on State contracts combined with the business entity's existing State contracts in aggregate annually total more than \$50,000 shall register with the State Board of Elections (SBEL) in accordance with Section 9-35 of the Election Code [10 ILCS 5/9-35] and authorize SBEL to implement a temporary filing system to be used until August 1, 2009. This Section is implementing that temporary filing system by which business entities must file the required registration forms provided by SBEL (see Exhibit A) via e-mail attachment in a PDF file or other type of mail service and receive registration certificates via e-mail or on paper from SBEL.
- c) Upon completion of the electronic registration system required by Section 9-35 of the Election Code, the Board will accept registrations in accordance with Section 100.180.
- d) For purposes of this Section, the terms "business entity", "State contract", "affiliated entity" and "affiliated person" have the meanings ascribed to those terms in Section 50-37 of the Illinois Procurement Code [30 ILCS 500/50-37] (Procurement Code).
- e) Any business entity whose existing State contracts have an aggregate value in excess of \$50,000, or whose aggregate bids and proposals on State contracts,

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either separately or combined with existing State contracts, exceed \$50,000 in value, shall register with SBEL by transmitting a registration form provided by SBEL (see Exhibit A) in an e-mail attachment using a PDF file. The transmission shall be sent to a dedicated e-mail address to be provided by SBEL. The registration form shall then be stored electronically and may be viewed by interested persons pursuant to subsection (q) or downloaded and printed as a paper copy if requested by the viewer. The transmitted form must contain a scanned original signature of the authorized business entity representative. In the alternative, the business entity may file the form in one of the two following ways:

- 1) On a paper form provided by SBEL (see Exhibit A).
  - 2) Using a form contained on the SBEL website ([www.elections.il.gov](http://www.elections.il.gov)) that the registrant can fill out while accessing the website, printing out the completed form.
- f) The provisions of subsection (e) shall also apply to those business entities who intend to submit bids or proposals on State contracts valued in the aggregate in excess of \$50,000. Registration with SBEL must occur prior to submission of the bid or proposal. The business entities shall include with the bid or proposal the certificate of registration issued by SBEL.
- g) Upon receipt of the registration form, SBEL will provide a stamped copy of the form to the business entity, either by e-mail or first class mail. The stamped copy is deemed to be the certificate of registration that is to be submitted to the applicable chief procurement officer as provided in Section 20-160(c) of the Procurement Code. The stamped copy of the form will be transmitted or sent to the business entity within 2 business days after receipt of the registration form by SBEL.
- h) A copy of the form shall be provided by the business entity to any affiliated person or affiliated entity of the business entity by e-mail, first class mail or hand delivery within 10 days following the registration. The failure to timely provide this notice is a business offense and shall subject the business entity to a civil penalty not to exceed \$1,001. Complaints for violations of this subsection (h) shall be resolved in the same manner as those referred to in subsection (m).
- i) Business entities that are required to register with SBEL pursuant to Section 20-160 of the Procurement Code shall notify any political committee to which it

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makes a contribution that it is registered with SBEL. Any affiliated person or affiliated entity of the business entity that makes a contribution to any political committee shall also notify that committee of its affiliation with the business entity.

- j) A business entity whose aggregate bids and proposals on State contracts exceed \$50,000 has a continuing duty to update the information provided on its registration form, and the update must be submitted to SBEL by e-mail or in paper form within 2 business days following the change in information.
- k) Registration Form
  - 1) The registration form must contain the following information:
    - A) The name and address of the business entity.
    - B) The name and address of any affiliated entity of the business entity, including a description of the affiliation.
    - C) The name and address of any affiliated person of the business entity, including a description of the affiliation.
    - D) The original signature or original scanned signature of the agent or business entity representative, who shall be a person who has authority to act on behalf of the business entity.
    - E) The Federal Employer Identification Number assigned to the business entity by the Internal Revenue Service.
  - 2) Items in subsection (k)(1)(B) and (C) may be submitted on a CD Rom, along with a duplicate copy. The information shall be in Microsoft Word compatible format and must not be password protected.
- l) The provisions of Article 9 of the Election Code relating to complaints for violations of that Article shall apply to complaints for violations of Section 9-35 of the Election Code, including, but not limited to, Section 9-35(d) (failure to notify affiliated persons and entities of a business entity that the business entity is registered with SBEL) and Section 9-35(e) (failure to update a registration and intentional, willful or material failure to disclose information required for registration). In addition to third parties, SBEL is authorized to initiate a



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complaint pursuant to this subsection (l).

- m) Failure to update a registration pursuant to Section 20-160(d) and (e) of the Procurement Code, which requires that any change in information be reported to SBEL within 2 business days after the change, will result in a \$1,000 per day penalty for each day the information remains unreported. Recognizing that this 2-day reporting period is premised upon an electronic system rather than this temporary e-mail, hand delivery or mail system, in the event of a complaint for failing to timely report an update, SBEL will take into consideration the method of reporting the change when determining whether a violation has occurred.
- n) Willful or intentional failure by a business entity to disclose material information on its registration form shall subject the entity to a civil penalty assessed by SBEL not to exceed \$5,000.
- o) Upon the establishment of a fully functional and statutorily compliant electronic registration system, business entities will be required to submit their registrations electronically, consistent with Section 9-35 of the Election Code. Within 60 days after establishment of the electronic system, all business entities that have submitted registration forms pursuant to this Section shall re-submit their registration form electronically. At the time of re-submission, SBEL will provide an electronic certificate of registration to the business entity.
- p) SBEL will retain the stored registrations submitted by business entities for a period of at least 6 months following establishment of the electronic registration system.
- q) The public may view the registration submissions of business entities at SBEL's principal office in Springfield during normal business hours. Copies of registrations of business entities shall also be available for public inspection at the SBEL principal office in Springfield.

(Source: Added by emergency rulemaking at 33 Ill. Reg. 9809, effective June 29, 2009, for a maximum of 150 days)

**Section 100.180 Business Entity Registration Procedures**  
**EMERGENCY**

- a) This Section and Section 100.185 are adopted to comply with Public Act 95-971. Any business entity whose existing State contracts, whose bids and proposals on

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State contracts or whose bids and proposals on State contracts combined with the business entity's existing State contracts in aggregate annually total more than \$50,000 shall register with SBEL in accordance with Section 9-35 of the Election Code [10 ILCS 5/9-35]. Those business entities that wish to submit a bid or proposal on a State contract must register with SBEL prior to submitting their bid or proposal. SBEL will provide a certificate of registration upon successful completion of the registration process.

- b) Definitions
- 1) For purposes of this Section, the terms "business entity", "contract", "State contract", "contract with a State agency", "State agency", "affiliated entity", "affiliated person", and "executive employee" shall have the meanings ascribed to those terms in Section 50-37 of the Illinois Procurement Code [30 ILCS 500/50-37] (Procurement Code).
  - 2) The term "annually", as used in Section 20-160 of the Procurement Code, when referring to the aggregation of State contracts, shall mean the calendar year in which the contracts are bid on or awarded.
  - 3) Unless otherwise indicated, any time frame involving a certain number of days shall refer to business days. Business days shall be those days in which the office of SBEL is open to the public for a minimum of 7 hours.
  - 4) The term "political committee" shall mean any political committee required to file as such under the provisions of Article 9 of the Election Code (campaign disclosure law), regardless of whether the committee has filed a Statement of Organization pursuant to Section 9-3 of the Election Code.
  - 5) The term "minor children" shall mean any children of an affiliated person who has not attained the age of 18 years of age as of the time of registration of the business entity with which the person is affiliated. The term shall include adopted children of the affiliated person but shall not include stepchildren.
- c) Upon the establishment of a fully functional and statutorily compliant electronic registration system, business entities will be required to submit their registration forms electronically consistent with Section 9-35 of the Election Code. Within 60 days after the establishment of the electronic system, all business entities that

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have submitted their registrations via e-mail attachment or on paper shall re-submit their registration electronically. SBEL will send notice to all such entities informing them that the electronic system has been established and setting a date on which the 60 day period is to begin. This re-registration requirement shall also affect any business entity that had previously registered with SBEL, but that is no longer required to be registered. At the time of re-submission, SBEL shall provide to the business entity an electronic certificate of registration.

- d) Business entities shall register on a secure website provided by SBEL by first creating an on-line account. SBEL will verify the authenticity of that account at the time of registration.
- e) Registration Procedures
  - 1) The following information must be supplied at the time of registration:
    - A) The name and address of the business entity. The address shall be the office designated by the entity as its principal office or its headquarters.
    - B) The name and address of each affiliated entity of the business entity, including a description of the affiliation. The address shall be that of the principal office or headquarters of the affiliated entity.
    - C) The name and address of each affiliated person of the business entity, including a description of the affiliation. At least one affiliated person is required to be listed on the registration. The name and address of any minor children who must be disclosed on the business entity's registration by virtue of the fact that those persons fall under the definition of affiliated person, shall not be posted on the SBEL website.
    - D) The Federal Employer Identification Number (FEIN), if the business has obtained such a number. If the business does not have a FEIN, an Illinois Business Tax Number (IBT) must be provided. If the business has neither of these numbers, it must provide an identifying number unique to that business that is capable of verification by SBEL. A sole proprietorship may use a social security number as a unique identifier if it does not have a

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FEIN or an IBT.

- 2) Registration shall be accomplished in one of the two following methods:
  - A) A web-based program through which information may be entered, saved and transmitted upon completion. Changes may be made by accessing the program, making the changes, and submitting those changes to SBEL via the program contained on SBEL's website.
  - B) A format, provided by SBEL, designed specifically for large business entities through which data may be submitted in lieu of completion of the web-based option. Though this method is geared toward larger business entities, any business entity may choose to use this method.
- f) The Board shall provide a certificate of registration to the business entity upon registration and upon any change of information submitted by the entity. The certificate shall be electronic and accessible to the business entity through the SBEL website and shall be password protected.
  - 1) Any business entity required to register under Section 20-160 of the Procurement Code shall provide a copy of the registration certificate, by first class mail, e-mail or hand delivery within 10 days after registration, to each affiliated entity and each affiliated person whose identify is required to be disclosed.
  - 2) Any business entity required to register under Section 20-160 of the Procurement Code shall provide a copy of the registration certificate, by first class mail, e-mail or hand delivery within 10 days after the addition of any affiliated entity or affiliated person whose identity is required to be disclosed, to that affiliated person or entity. The delivery of the registration certificate to a minor child who is an affiliated person shall be accomplished by providing it as described in this Section to either parent (one of whom must be an affiliated person) or the legal guardian of the minor child. The business entity shall document in writing the date of submission of the certificate of registration to the appropriate entities and persons.
  - 3) Any business entity required to register under Section 20-160 of the Procurement Code shall notify each political committee to which it makes

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a contribution, in writing at the time of the contribution, that the business entity is registered with SBEL under Section 20-160. The business entity shall document in writing the date of submission of the certificate of registration to the appropriate political committee.

- 4) Any affiliated entity or affiliated person of a business entity required to register under Section 20-160 of the Procurement Code shall notify each political committee to which it makes a contribution that it is affiliated with a business entity registered with SBEL under Section 20-160 and the business entity with which it is affiliated. The notification shall be in writing and shall occur at the time the contribution is made to the committee. The affiliated entities or persons shall document in writing the date of submission of the certificate of registration to the appropriate political committee.
  - 5) In the determination of a complaint alleging a failure to comply with any notification requirement contained in this subsection (f), the failure of a party responsible for providing the required notification to submit written documentation of compliance shall create a rebuttable presumption of noncompliance against that party.
- g) Each bid submitted to and every contract executed by the State on or after January 1, 2009 shall contain:
- 1) A certification by the bidder or contractor that either:
    - A) the bidder or contractor is not required to register as a business entity with SBEL pursuant to this Section; or
    - B) the bidder or contractor has registered as a business entity with SBEL and acknowledges a continuing duty to update the registration; and
  - 2) A statement that the contract is voidable under Section 50-60 of the Procurement Code as a result of the bidder's or contractor's failure to comply with Section 20-160 of the Procurement Code.
- h) A business entity whose aggregate bids and proposals on State contracts annually total more than \$50,000, or whose aggregate bids and proposals on State contracts combined with the business entity's aggregate annual total value of State contracts

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exceed \$50,000, has a continuing duty to ensure that the registration is accurate during the period beginning on the date of registration and ending on the day after the contract is awarded. Any change of information, including but not limited to changes in affiliated entities or affiliated persons, must be reported to SBEL within 2 business days following the change (see Section 100.185(a)).

- i) A business entity whose contracts with State agencies, in the aggregate, annually total more than \$50,000 has a continuing duty to ensure that the registration is accurate for the duration of the term of office of the incumbent officeholder awarding the contract or for a period of 2 years following the expiration or termination of the contract, whichever is longer.
  - 1) Any change in information, including but not limited to changes in affiliated entities or affiliated persons, shall be reported to SBEL within 10 days following the change (see Section 100.185(a)).
  - 2) If a business entity required to register under Section 20-160(d) of the Procurement Code has a pending bid or proposal on a State contract, then any change in information shall be reported to SBEL within 2 business days (see Section 100.185(a)).
- j) A copy of the business entity's certificate of registration must accompany any bid or proposal for a contract with a State agency by a business entity required to register. The chief procurement officer of the State agency shall not accept a bid or proposal unless:
  - 1) the certificate of registration is submitted to the agency with the bid or proposal; or
  - 2) a statement that the bidder or contractor is not required to register as a business entity with SBEL is submitted to the agency with the bid or proposal.
- k) A registration, and any changes to a registration, must include the business entity's verification of accuracy.
- l) The requirement of this Section apply regardless of the method of source selection used in awarding the contract.
- m) SBEL will keep and maintain the paper registrations filed in accordance with P.A.

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95-1038 and the emergency rules enacted by SBEL in its principal office in Springfield for a period of 6 months following the creation of the electronic registration system. The public may view these paper registration submissions of business entities at SBEL's principal office in Springfield during normal business hours. Copies of registrations of business entities submitted to SBEL shall also be available for public inspection at SBEL's principal office in Springfield. The searchable database provided for in Section 9-35 of the Election Code shall be accessible to the public at all times following its creation.

(Source: Added by emergency rulemaking at 33 Ill. Reg. 9809, effective June 29, 2009, for a maximum of 150 days)

**Section 100.185 Assessment of Civil Penalties**  
**EMERGENCY**

- a) The provisions of Sections 9-20 through 9-24 of the Election Code relating to complaints for violations of Article 9 of the Election Code shall apply to complaints for violations of Section 9-35(d) (failure to notify affiliated persons and entities of a business entity that the business entity is registered with the Board) and Section 9-35(e) (the intentional, willful or material failure to disclose required registration information and failure to update a registration), except that the complaint shall be directed to the registered agent of the business entity or its chief executive officer. In addition, the provision of Section 9-21 pertaining to the 60 day period prior to an election shall not apply to complaints filed under this Section. Willful or intentional failure to disclose material information on a business entity's registration shall subject that entity to a civil penalty assessed by the Board not to exceed \$5,000 per occurrence. If the Board determines that a business entity has intentionally, willfully or materially failed to disclose required information on its registration, it shall refer that determination to the chief procurement officer of the agency or agencies that accepted a bid or entered into a contract with that business. Failure to provide notice under Section 9-35(d) is a business offense, the penalty for which shall not to exceed \$1,001.
- b) The provisions of 26 Ill. Adm. Code 125, Subparts A, B and C shall apply to complaints filed against business entities.
- c) Failure to update a registration as required by Section 20-160(d) and (e) of the Procurement Code (any change in information must be reported to SBEL within 2 business days), will result in a \$1,000 per day penalty for each day the information remains unreported. For purposes of this Section, the information

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required to be updated is the information required of a business entity under Section 9-35(b) of the Election Code, including name and address of the business entity and any affiliated person or entity.

- d) Any penalty assessed against a business entity by SBEL for violation of Section 9-35 of the Election Code shall be paid within 30 days after the assessment of the penalty. The 30 day period shall commence on the date the letter is sent by SBEL to the business entity assessing the penalty. Any assessed penalty that remains unpaid more than 30 days after the issuance of the final order assessing the penalty shall be posted on the SBEL website, indicating the name of the business entity owing the penalty and stating that the penalty remains unpaid.


(Source: Added by emergency rulemaking at 33 Ill. Reg. 9809, effective June 29, 2009, for a maximum of 150 days)



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**Section 100.EXHIBIT A TEMPORARY BUSINESS ENTITY REGISTRATION FORM EMERGENCY**

	<h2 style="text-align: center;">Business Entity Registration</h2> <p style="text-align: center;"><i>PLEASE TYPE OR PRINT IN BLACK INK</i></p>	<p>FOR OFFICE USE ONLY</p>
<p>Full name and complete mailing address of Business Entity:</p>          <p>E-MAIL ADDRESS:</p>          <p><input type="checkbox"/> CHECK HERE IF NAME OR ADDRESS CHANGE</p>		
<p><b>SEE 10 ILCS 5/9-35 FOR GUIDANCE.</b></p>		
<p><input type="checkbox"/> NEW REGISTRATION      <input type="checkbox"/> AMENDED REGISTRATION</p>		
<p>1.</p>	<p><u>AFFILIATED ENTITY</u>: [List all affiliated entities as defined in 30 ILCS 50-37(a) of the Illinois Procurement Code.]</p> <p>NAME:</p> <p>ADDRESS:</p> <p>CITY:</p> <p>STATE:</p> <p>ZIP CODE:</p> <p>NATURE OF AFFILIATION:</p>          <p>NAME:</p> <p>ADDRESS:</p>	

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CITY:
STATE:
ZIP CODE:
NATURE OF AFFILIATION:
NAME:
ADDRESS:
CITY:
STATE:
ZIP CODE:
NATURE OF AFFILIATION:

\*IF MORE SPACE FOR INFORMATION IS REQUIRED, PLEASE ATTACH ADDITIONAL SHEETS.

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NAME OF BUSINESS ENTITY	FEDERAL TAX IDENTIFICATION NUMBER:
2.	<p><b>AFFILIATED PERSON:</b> [List all affiliated persons as defined in 30 ILCS 50-37(a) of the Illinois Procurement Code.]</p> <p>NAME:  IS THE AFFILIATED PERSON UNDER 18 YEARS OF AGE? YES <input type="checkbox"/> NO <input type="checkbox"/></p> <p>ADDRESS:  CITY:  STATE:  ZIP CODE:  NATURE OF AFFILIATION:</p> <p>NAME:  IS THE AFFILIATED PERSON UNDER 18 YEARS OF AGE? YES <input type="checkbox"/> NO <input type="checkbox"/></p> <p>ADDRESS:  CITY:  STATE:  ZIP CODE:  NATURE OF AFFILIATION:</p> <p>NAME:  IS THE AFFILIATED PERSON UNDER 18 YEARS OF AGE? YES <input type="checkbox"/> NO <input type="checkbox"/></p> <p>ADDRESS:  CITY:  STATE:  ZIP CODE:  NATURE OF AFFILIATION:</p>

\*IF MORE SPACE FOR INFORMATION IS REQUIRED, PLEASE ATTACH ADDITIONAL SHEETS.

**VERIFICATION OF ACCURACY**

I DECLARE THAT THIS CERTIFICATE OF REGISTRATION (INCLUDING ALL AFFILIATED BUSINESSES AND AFFILIATED PERSONS) HAS BEEN EXAMINED BY ME AND TO THE BEST OF MY KNOWLEDGE AND BELIEF IS A TRUE, CORRECT AND COMPLETE CERTIFICATE OF REGISTRATION AS REQUIRED BY ARTICLE 9-35 OF THE ELECTION CODE. I UNDERSTAND THAT A COPY OF THIS CERTIFICATE WILL BE PROVIDED TO EACH AFFILIATED ENTITY AND EACH AFFILIATED PERSON

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WITHIN 10 BUSINESS DAYS OF REGISTRATION. VIOLATION OF THIS REQUIREMENT IS SUBJECT TO A FINE NOT TO EXCEED \$1001. I UNDERSTAND ANY CHANGE IN THE INFORMATION PROVIDED IN THIS REGISTRATION SHALL BE REPORTED TO THE ILLINOIS STATE BOARD OF ELECTIONS WITHIN 2 BUSINESS DAYS (10 BUSINESS DAYS FOR BUSINESSES WITH EXISTING STATE CONTRACTS). FAILURE TO DO SO IS SUBJECT TO A CONTINUING PENALTY OF \$1000 PER DAY.

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**PRINTED NAME AND SIGNATURE OF BUSINESS ENTITY AGENT**

**DATE**

THE ILLINOIS STATE BOARD OF ELECTIONS REQUIRES A CERTIFICATE OF REGISTRATION IF YOU QUALIFY AS A BUSINESS ENTITY, AFFILIATE OF A BUSINESS ENTITY, OR AN AFFILIATED PERSON OF A BUSINESS ENTITY AS OUTLINED UNDER PUBLIC ACT 95-0971. WILLFUL FAILURE TO FILE OR WILLFUL FILING OF FALSE OR INCOMPLETE INFORMATION REQUIRED BY THIS ARTICLE SHALL CONSTITUTE A BUSINESS OFFENSE SUBJECT TO A FINE OF UP TO \$5000 PER VIOLATION. THIS FORM IS IN COMPLIANCE WITH THE FORMS MANAGEMENT PROGRAM ACT. THIS FORM IS AUTHORIZED BY PUBLIC ACT 95-0971 AND IS REQUIRED FOR BUSINESS ENTITIES COVERED BY THE ACT. FAILURE TO COMPLY WITH THE REGISTRATION REQUIREMENTS OF THE ACT MAY RESULT IN ANY CONTRACT BETWEEN THE STATE AND SUCH BUSINESS ENTITY BEING VOIDED, OR ANY BID OR PROPOSAL BEING REJECTED.

BUSINESS ENTITIES FILE THIS FORM AT:

**STATE BOARD OF ELECTIONS  
1020 S SPRING ST  
SPRINGFIELD, IL 62704-2924**

(Source: Added by emergency rulemaking at 33 Ill. Reg. 9809, effective June 29, 2009, for a maximum of 150 days)

STATE BOARD OF ELECTIONS

NOTICE OF EMERGENCY AMENDMENTS