

Town of Arlington
Office of the Town Clerk
Massachusetts Avenue
Arlington, MA 02476



Tel: 781-316-3070
Fax: 781-316-3079

NOTICE REGARDING CAMPAIGN FINANCE INFORMATION

OCPF Training Classes

OCPF is hosting classes for town candidates, to review the fundraising, spending and filing rules. The classes are recommended for all town candidates with campaign finance activity.

To attend, e-mail Jason at jtait@cpf.state.ma.us to request a Zoom invitation to the date of your choice.

Tuesday, Jan. 25, noon

Monday, Feb. 7, 6 p.m.

Friday, Feb. 25, 9 a.m.

Thursday, March 10, 6 p.m.

Friday, March 18, noon

When you return your nomination papers the Registrar will review your signatures and the Town Clerk will notify you when you have been certified as a candidate. Once you are a candidate you can begin to raise money if you wish. I urge Candidates to read the guides to understand the rules, but some highlights are:

- Money received by a candidate or committee must be held in a separate fund
- Committees are not required, but strongly encouraged
- In-kind contributions (non-cash donations of professional services or material items) are subject to the same limits as cash contributions and must be reported
- Loans are contributions and subject to the contribution limits, however candidates may make loans to their campaign without limit

If you will not raise or spend money during your campaign, you now have the option of filing an [M109](#) for the calendar year. This replaces filing “zero” reports before and after the election. It does not replace the need to file a year-end report every year you are in office or until you file a dissolution report. If you spend money, you must notify me and file the M102s as usual.

Visit the Office for Campaign and Political Finance website. There are guides, videos, and fact sheets to assist you. If you have questions about anything, I encourage you or your treasurer to call OCPF directly at 617-979-8300 or to call or email me any time.

Reporter 7, OCPF’s online reporting software, is available by contacting OCPF. To register, interested candidates and committees should send the M101 organizational form with “R7 Only” written at the top to ocpf@cpf.state.ma.us.

Revised 1/13/22

On the OCPF website

[Guide for Municipal Candidates](#)

[Guide for Candidates Without a Committee](#)

[Guide for Municipal Treasurers](#)

[M101 – form to organize a committee](#)

[M102 – form to report campaign contributions and spending](#)

[M102 – illustrated guide](#) [M102 basic instructions](#)

[There are helpful, short videos.](#) You are a municipal candidate who files locally, so scroll down to that section to see explanations about reporting loans, correcting mistakes on forms already filed, and paying people back for campaign expenses.

[All the municipal candidate forms](#)