



State of New Jersey

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Pay-to-Play Annual Statement Filing Reminder

March 12, 2024

Pursuant to N.J.S.A. 19:44A-20.27, any for-profit business entity that has received \$50,000 or more in a calendar year through agreements or contracts with public entities, must file an annual disclosure statement (Form BE) with the Commission. Federal contracts are excluded from this requirement. The statement is required to be filed electronically by **April 1, 2024** and will report activity relevant to calendar year 2023. The statements will be disclosed on the Commission's website on April 1, 2024, by 7:00 P.M. To download the form and instructions please review the Pay-to-Play section on the Commission's website at www.elec.nj.gov or contact the Compliance staff at the Commission.

A business entity that has made no political contributions during the 2023 calendar year can file the Short Form BE. Instructions are provided on ELEC's website.

A business entity that has made political contributions (other than contributions to political party committees or legislative leadership committees) during the 2023 calendar year must file the Long Form BE. To accommodate changes required by the "Elections Transparency Act," ELEC instructs business entities to disclose the receipt of reportable contributions from January 1 through June 30 of 2023 in excess of \$300 and the receipt of reportable contributions from July 1 through December 31 of 2023 in excess of \$200.

Please note: ADOBE ACROBAT READER IS THE ONLY PROGRAM PERMISSIBLE TO OPEN AND VIEW THE FORM BE. Although other software programs such as Foxit Pro and Nitro will allow you to fill-in the form, their use will corrupt the form and make it unable to be processed by the Commission's system. Unfortunately, when a form has already been opened by one of these other programs it will need to be discarded and a new FORM BE downloaded and opened in Adobe Reader. **THE ADOBE READER IS FREE and may be downloaded off the Commission's website.** To download Adobe Reader, select the Pay-to-Play tab and then select "Form and Instructions." Please also review the website for instructions for filers using Google Chrome, Safari and Firefox.