Candidate Bundling Report: Schedule ATX.5

Attached to Candidate's Campaign Finance Report (C/OH)

Instruction Guide

City Code, Section 2-2-22 requires a candidate for whom a bundler has bundled contributions **to report the contributions on the candidate's Campaign Finance Report (C/OH),** that discloses the following information:

1. The name and address of each bundler who has bundled for the candidate;
2. The bundler's occupation and the name of the bundler's employer;
3. The name, address, occupation and employer of each individual contributor whose contribution was bundled by the bundler;
4. The amount contributed by each individual contributor whose contribution was bundled by the bundler;
5. The total amount the bundler has bundled for the candidate during the reporting period; and
6. The name of each person registered or required to register under Chapter 4-8 (*Regulation of Lobbyist*) who is employed by, or compensated to lobby by:
    a. The bundler;
    b. A business associated through which the bundler does business; or
    c. The bundler's employer.

Electronic Filing of Schedule ATX.5 Data

All bundled contributions disclosed on the **ATX.5: Candidate Bundling Report** must be reported electronically. Beginning in July 2020, the **ATX.5: Candidate Bundling Report** will be submitted to the City Clerk using the City of Austin Electronic Filing System, called the E-Filing System, located at: **https://austintexas.ethicsefile.com/EthFile/**

To gain access to the E-Filing System, a filer must fill out and submit the Campaign Finance Contact Form. The form can be filled out and submitted online by the following link:
https://cityofaustin.formstack.com/forms/campaign_finance_contact_form

Bundler Information

This section must to be completed for each person/bundler who has solicited and obtained campaign contributions on a candidate's behalf of $200 or more per person from five (5) or more individuals during the reporting period. (This requirement does not apply to an individual who raises $5,000 or less for a candidate through a fundraising event held at the individual's residence.) The information must include:

- The full name of the bundler.
- The bundler's street or mailing address including city, state and zip code.
- The employer and occupation of the bundler.
- The total amount of contributions bundled.
- Identification of each contribution reported on the candidate's Campaign Finance Report (C/OH) that is a part of the bundle.

Lobbyist Information

This section is to be completed for each person registered or required to register as a lobbyist under City Code, Chapter 4-8 (Regulation of Lobbyists). The information must include:

- The first and last name of the lobbyist.
- The lobbyist's street address, city, state, and zip code.