



# Statement of Organization

## POLITICAL ACTION COMMITTEE

Type of Statement																													
<input checked="checked" type="checkbox"/> <b>NEW</b>  This committee is registering with the Virginia State Board of Elections for the first time.  <b>PAC-15-00914</b>	<input type="checkbox"/> <b>AMENDED</b>  This committee is filing an amended Statement of Organization.  <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; padding: 2px;">Date Changes Took Effect</td> <td style="width: 50%; padding: 2px;">SBE-issued Committee ID</td> </tr> <tr> <td style="height: 20px;"></td> <td></td> </tr> </table>	Date Changes Took Effect	SBE-issued Committee ID																										
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Name of Committee																													
<b>Step Up Virginia</b> <hr/> <b>Full Name of Committee</b> <b>StepUpVA</b> <hr/> <b>Committee Acronym (if applicable)</b>  <input type="checkbox"/> Check this box if this committee is established or controlled by a corporation doing business in Virginia																													
Committee Mailing Address																													
<b>P.O. Box 3336</b> <hr/> <table style="width: 100%;"> <tr> <td style="width: 40%;">Street Address/P.O. Box</td> <td style="width: 20%; text-align: center;">VA</td> <td style="width: 20%; text-align: center;">24015</td> <td style="width: 20%; text-align: right;">Suite #</td> </tr> <tr> <td>Roanoke</td> <td></td> <td></td> <td></td> </tr> <tr> <td>City</td> <td style="text-align: center;">State</td> <td style="text-align: center;">Zip Code</td> <td></td> </tr> <tr> <td>stepupvirginia@gmail.com</td> <td></td> <td style="text-align: center;">(540) 585-1670</td> <td></td> </tr> <tr> <td>Email Address</td> <td colspan="3" style="text-align: right;">Business Phone</td> </tr> <tr> <td>www.stepupvirginia.com</td> <td colspan="3"></td> </tr> <tr> <td colspan="4">Committee Website</td> </tr> </table>		Street Address/P.O. Box	VA	24015	Suite #	Roanoke				City	State	Zip Code		stepupvirginia@gmail.com		(540) 585-1670		Email Address	Business Phone			www.stepupvirginia.com				Committee Website			
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<input type="checkbox"/> Check this box if this committee is affiliated with another organization or PAC. If so, provide the following information:  <hr/> <b>Full Name of Affiliated Organization</b>  <hr/> <table style="width: 100%;"> <tr> <td style="width: 40%;">Street Address/P.O. Box</td> <td style="width: 20%; text-align: center;">State</td> <td style="width: 20%; text-align: center;">Zip Code</td> <td style="width: 20%; text-align: right;">Suite #</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>City</td> <td style="text-align: center;">State</td> <td style="text-align: center;">Zip Code</td> <td></td> </tr> </table> <hr/> <b>Relationship of this Committee to Affiliated Organization</b>		Street Address/P.O. Box	State	Zip Code	Suite #					City	State	Zip Code																	
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## Statement of Organization POLITICAL ACTION COMMITTEE

Purpose of Committee			
<p>Indicate the purpose of this Committee (please be as specific as possible):</p> <p><b>Advocate for candidates who will support education, access to healthcare and fair redistricting</b></p>			
Candidates this Committee Supports or Opposes (skip to next section if supporting a specific party)			
Full Name and Address of Candidate	Office Sought	Party Affiliation	Support or Oppose?
(attach additional sheets if more space needed)			
Area, Scope and Jurisdiction of the Committee			
<p><b>This Committee intends to participate in elections on the following levels: (check all that apply)</b></p> <p><input checked="" type="checkbox"/> Statewide elections</p> <p><input checked="" type="checkbox"/> General Assembly elections</p> <p><input checked="" type="checkbox"/> Local elections</p> <p>If "Local Elections" is checked please list the cities, counties and/or towns the committee intends to be active in:</p> <div style="display: flex; flex-wrap: wrap;"> <div style="width: 50%;"> <p>1) <u>Roanoke City</u></p> <p>2) <u>Richmond City</u></p> <p>3) <u>Salem City</u></p> </div> <div style="width: 50%;"> <p>4) <u>Fairfax County</u></p> <p>5) <u>Norfolk City</u></p> <p>6) <u>Newport News City</u></p> </div> </div>			



## Statement of Organization POLITICAL ACTION COMMITTEE

Treasurer				
Treasurer Information	Mr.	Hamlar	Byron	Lee
	Salutation	Last Name	First Name	Middle Name
	Email Address		Daytime Phone #	
	<b>blh1550@yahoo.com</b> <span style="float: right;"><b>(540) 529-5980</b></span>			
Treasurer Residential Address	1610 Lonna Drive			
	Street Address			Apt #
	Roanoke	VA	24019	
	City	State	Zip Code	
Treasurer Business Address	P O Box 3336			
	Street Address/P.O. Box			Suite #
	Roanoke	VA	24015	
	City	State	Zip Code	
Principal Custodian of the Books				
Principal Custodian Information	<input type="checkbox"/> Check this box if the Principal Custodian of the Books is the same person as the Treasurer. If they are the same person, skip this section.			
	Mr.	Hamlar	Michael	Lawrence
	Salutation	Last Name	First Name	Middle Name
	Email Address		Daytime Phone #	
	<b>mikehamlar@gmail.com</b> <span style="float: right;"><b>(540) 529-7686</b></span>			
	Principal			
	Position or Title			
Principal Custodian Residential Address	3151 Rutrough Road			
	Street Address			Apt #
	Roanoke	VA	24014	
	City	State	Zip Code	
Principal Custodian Business Address	P O Box 3336			
	Street Address/P.O. Box			Suite #
	Roanoke	VA	24015	
	City	State	Zip Code	
Additional Officers (optional)				
Additional Officers	Michael L. Hamlar		Michael L. Hamlar	Michael L.
	Full Name		Title	Daytime Phone #
	Michael L. Hamlar		Officer1	5405297686
	Michael L. Hamlar		Officer2	5405297686
	Full Name		Title	Daytime Phone #



## Statement of Organization POLITICAL ACTION COMMITTEE

Committee Depository			
<b>Hometown Bank</b>			
Name of Primary Financial Institution		Name of Other Financial Institution (if applicable)	
<b>Roanoke</b>	<b>VA</b>		
City	State	City	State
Address Where Books are Maintained			
Address Where Books are Maintained	<b>3151 Rutrough Road</b>		
	Street Address (P.O. Boxes are not acceptable)		Suite #
	<b>Roanoke</b>	<b>VA</b>	<b>24014</b>
	City	State	Zip Code
Committee Activity			
<p>Please provide the following dates. (If an action has not yet occurred for this committee, write "N/A")</p> <p>Date contributions exceeded \$200: _____</p> <p>Date expenditures exceeded \$200: _____</p> <p>Date committee depository designated: _____</p> <p>Date treasurer appointed: _____</p>			
Filing Method			
<p>Please indicate the method by which this committee will submit all required campaign finance reports:</p> <p><input checked="" type="checkbox"/> File electronically using <b>SBE's VAFiling Application</b>.</p> <p><input type="checkbox"/> File electronically using an <b>SBE Approved Vendor</b> (Please indicate Name of Vendor:) _____</p> <p><input type="checkbox"/> File paper reports. (By choosing this option, I affirm that this committee does not intend to accept contributions or make expenditures in excess of \$10,000 during the calendar year)</p>			
_____ <b>Signature</b>		_____ <b>Date</b>	



## Statement of Organization POLITICAL ACTION COMMITTEE

### Statement of Treasurer

**Member or Employee Contributions not Required:** Any stock or nonstock corporation, labor organization, membership organization, cooperative, or other group of persons may establish and administer for political purposes, and solicit and expend contributions for, a political action committee, provided that:

1. No political action committee shall make a contribution or expenditure by utilizing money or anything of value secured by physical force, job discrimination, financial reprisal, threat of force, or as a condition of employment.
2. Any person soliciting a contribution to a political action committee shall, at the time of solicitation, inform the person being solicited of (i) his right to refuse to contribute without any reprisal and (ii) the political purposes of the committee.

**Committees Formed Between October 1 and Election Day:** 24.2-949.6 & §24.2-949.6 (D) requires any political action committee filing this form on or after October 1 and before the November election day in any odd numbered year (i) to file a campaign finance report for the committees activities within 24 hours of filing its Statement of Organization and (ii) to file reports within 24 hours of receiving any contribution or making an expenditure of \$500 or more during the period between the date of filing its statement of organization and election day.

**Use of Candidate Name:** Any PAC that intends to use the name of a candidate as part of the name of their PAC must file, along with this form, a copy of:

- the written authorization of the candidate consenting the use of his name; or
- the political committee's notice to the candidate of use of his/her name and evidence that the letter was received. The letter must be sent at least twenty-one days prior to the filing of this form.

If two candidates have the same last name, the political committee shall include the first name, or other initial or nickname, in the name of the political committee to identify which candidate is associated with the political committee.

☐ **I accept the appointment of Treasurer for this committee.** I understand that I am required to comply with the provisions of the Campaign Finance Disclosure Act (Title 24.2, Chapter 9.3 of the *Code of Virginia*). I understand that I must truthfully report all monies and things of value which this political committee receives or expends in a timely manner. Civil penalties will be assessed in the manner required by the *Code of Virginia* for late or un-filed reports. I also understand that if I provide false information on any document submitted to the State Board of Elections that I may be subject to the provisions of § 24.2-1016 which is punishable by a Class 5 felony.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



## **Instructions for Completing This Form**

- Submit the original, signed copy of this form to SBE at:  
**1100 Bank Street  
Richmond, VA 23219**
- This form must be written in ink or typed or it will be rejected.
- An amended Statement is required to be filed within 10 days of the change if **any** of the information reported on this form changes.

### **Type of Statement**

- Check the box that applies to the type of Statement that you are filing.

**\*\*\* 24.2-949.6 & §24.2-949.6 (D) requires any political action committee filing this form on or after October 1 and before the November election day in any odd numbered year (i) to file a campaign finance report for the committees activities within 24 hours of filing its Statement of Organization and (ii) to file reports within 24 hours of receiving any contribution or making an expenditure of \$500 or more during the period between the date of filing its statement of organization and election day.**

### **Name of Committee**

- Please insert the full name of your committee. You may include the acronym but you must spell out all acronyms for you committee.
- Check the box if this committee is established or controlled by a corporation which is headquartered outside of Virginia and is registered with the State Corporation Commission.

### **Committee Mailing Address**

- Insert the committee's primary mailing address.
  - The address must be within the Commonwealth unless the affiliated organization is a business headquartered outside of the Commonwealth, but registered with the Virginia State Corporation Commission.
- Insert the committee's primary business phone, fax and email address.
- Insert the committee's website address (if one).

### **Affiliated Organization or PAC**

- Please provide the name and contact information of the affiliated organization of the PAC.
- Indicate the nature of the relationship between the PAC and the affiliate.

### **Purpose of the Committee**

- Indicate the primary purpose of the committee (e.g. health care, labor).

### **Candidate's Supported or Opposed**

- Indicate any and all candidates the committee intends to support or oppose.

### **Area, Scope and Jurisdiction of the Committee**

- Please choose the designation that applies.

### **Treasurer and Books Information**

- Treasurer
  - Insert the name, email and phone number of the treasurer.



- Insert the residence address of the treasurer.
  - The treasurer must be a resident of the Commonwealth unless the affiliated organization is headquartered outside of the Commonwealth, but registered with the State Corporation Commission.
- Custodian of the Books (if one)
  - You may leave this section blank if the treasurer also serves as the Custodian of the Books.  
\*Note: The Custodian of the Books must be a resident of the Commonwealth of Virginia unless the affiliated organization is headquartered outside of the Commonwealth, but registered with the State Corporation Commission.
- Please list the names of any additional officers affiliated with the organization.

### **Committee Depository**

- Insert the name of the committee's primary depository (Bank Name).
- Insert the address of the committee's secondary depository (if one).  
\*Depositories must be in an account located within the Commonwealth unless the affiliated organization is headquartered outside of the Commonwealth, but registered with the State Corporation Commission.

### **Filing Method**

- Indicate whether the committee intends to file all of their campaign finance disclosure reports electronically.
- **Electronic Filing Option**
  - If you choose to file electronically, log into the following Web site address: <https://cf.elections.virginia.gov>
- **Approved Vendor Option**
  - If you choose to contract with a private company, SBE recommends that you use an "Approved Vendor." These companies meet SBE's standards for e-filing. Although you are free to use any company you wish, we cannot guarantee that the company you choose will completely comply with SBE's standards. As a result, your committee may end up paying penalties for incomplete, late or un-filed reports. For a list of "Approved Vendors" please visit our website: [http://www.sbe.virginia.gov/cms/Campaign\\_Finance/](http://www.sbe.virginia.gov/cms/Campaign_Finance/)

### **Statement of Treasurer**

- Please read and sign the Statement.