

Register a Committee

- Quick Reference Guide -

<https://sunshine.voteidaho.gov>



Go to the home page of Sunshine, Idaho's Campaign Finance System.

Select the **Register** tab.

Select the correct committee type from the Registration Type dropdown and click on **Register**.

Step 1: Enter Committee Information

Enter all required committee information.

Required information is marked with an asterisk.

Click **Next**.

Step 2: Enter Officer Details

A designation of a Treasurer and a Chairperson is required.

Click **+ Add Officer** to enter officer details. Click **Save**.

Click **Next**.

Notes: Any officers listed will also receive access to the account.

Mobile Phone will only be used for multi-factor authentication.

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Step 3: Review and Register

The screenshot shows the 'Political Committee Registration' form for Idaho Sunshine. It is currently on Step 3, 'Review and Register'. The form is divided into two main sections: 'Political Committee Details' and 'Officer Details'. The 'Political Committee Details' section includes fields for Registration Date (12/19/2023), Jurisdiction (Idaho State), Full Committee Name (Test Committee 12/19/2023), and Abbreviated Committee Name. The 'Officer Details' section is a table with columns for Officer Type, Name, Residential Address, Mailing Address, Mobile, and Email. It lists two officers: Treasurer and Chairperson, both named Molly Hillsboro. At the bottom, there is an 'Attestation' section with a checkbox for the user to swear or affirm the information is true. The form includes 'Submit' and 'Cancel' buttons at the bottom right.

Political Committee Registration Note: After reviewing your registration information, scroll to the bottom to attest and submit.

1 Political Committee Information 2 Officer Details 3 Review and Register

Political Committee Details Edit

Registration Date: 12/19/2023
Jurisdiction: Idaho State
Full Committee Name: Test Committee 12/19/2023
Abbreviated Committee Name:

Committee Type: Political Committee
Mailing Address: 123 Main St, Boise, ID 12345

Monthly Reports: If you will be contributing to any candidate(s) and/or measure(s) in this year's election you will need to file monthly reports.

Officer Details Edit

Officer Type	Name	Residential Address	Mailing Address	Mobile	Email
Treasurer	Hillsboro, Molly	123 Main St., Boise, ID 12345	123 Main St., Boise, ID 12345	(602) 881-6650	mhillsboro@mail.com
Chairperson	Hillsboro, Molly		123 Main St., Boise, ID 12345	(602) 881-6650	mhillsboro@mail.com

Items per page: 10 1 - 2 of 2

Attestation

I hereby swear or affirm under penalty of law that all information on this form is true, correct and complete to the best of my knowledge. *

Submit Cancel

Review your registration information.

Click **Edit** to update any information.

After clicking the attestation checkbox, click **Submit**.

Notes: You will receive a pending registration email upon submission and an approved email when the state has approved your registration.