MICHIGAN DEPARTMENT OF STATE
BUREAU OF ELECTIONS

ITEMIZED DIRECT EXPENDITURES
SCHEDULE 4B
BALLOT QUESTION COMMITTEE

1. Committee I. D. Number _____

2. Committee Name

3. Name and address of person to whom paid	4. State purpose of expenditure. 5. Identify the ballot proposal involved. Indicate whether supported or opposed.	6. Date	7. Amount	8. Cumulative for election
Expenditure # 1 Name & Address:	4. Purpose: _____ 5. Ballot Proposal: _____ County: _____ Support Oppose Statewide Local	Date of Expenditure	$_____	$_____
Check box if expenditure is payment of debt or obligation reported on previous statement Fund Raiser				
Expenditure # 2 Name & Address:	4. Purpose: _____ 5. Ballot Proposal: _____ County: _____ Support Oppose Statewide Local	Date of Expenditure	$_____	$_____
Check box if expenditure is payment of debt or obligation reported on previous statement Fund Raiser				
Expenditure # 3 Name & Address:	4. Purpose: _____ 5. Ballot Proposal: _____ County: _____ Support Oppose Statewide Local	Date of Expenditure	$_____	$_____
Check box if expenditure is payment of debt or obligation reported on previous statement Fund Raiser				
Expenditure # 4 Name & Address:	4. Purpose: _____ 5. Ballot Proposal: _____ County: _____ Support Oppose Statewide Local	Date of Expenditure	$_____	$_____
Check box if expenditure is payment of debt or obligation reported on previous statement Fund Raiser				

Subtotal this page

Grand Total of Schedules 4B
(Complete on last page of Schedule)

Enter this total
on Line 8a of
the Summary
Page

Page _____ of _____

COMPLETING BALLOT QUESTION COMMITTEE SCHEDULE 4B,
ITEMIZED DIRECT EXPENDITURES

ITEM 3: NAME AND ADDRESS OF PERSON PAID: Enter the name and address of:
- Each individual or business to whom the committee made an expenditure of more than $50.00 through a single expenditure or through a series of expenditures during the period covered by the Campaign Statement.
- Each Ballot Question Committee to which the committee made an expenditure in any amount during the period covered by the Campaign Statement.

Report additional detail information for this expenditure as a Memo Itemization as explained below.
- MEMO ITEMIZATIONS. Report the gross expenditure made by the committee with the notation **"Memo Itemization Below"** written above the name of the person, business or vendor to whom the payment was made by the committee, the date of the payment, and the total amount paid.
- In the space for the next expenditure record immediately following this entry, enter the notation **"Memo Itemization"** and indicate the ballot proposal involved. Check the applicable boxes for in-kind or independent, support or oppose and enter the date of the expenditure. Report the allocated amount for the proposal in parenthesis as a reminder that it is not to be added into the total again. Enter the cumulative expenditure amount for that proposal (for the election) through the date of the expenditure being itemized. Repeat until the itemization is completed for each proposal related to the expenditure being itemized.

ITEM 4: PURPOSE: Describe the purpose of the expenditure.
When reporting a mileage reimbursement to a staff member, enter the word "mileage" along with the number of miles and the reimbursement rate in the purpose field of the expenditure record. An example of mileage reimbursement reporting is shown in the Schedule 4B examples.

ITEM 5: BALLOT QUESTION INFORMATION: If the expenditure was made in support or opposition to the qualification, passage or defeat of a ballot proposal sponsored by this committee or to another Ballot Question Committee in support or opposition to the qualification, passage or defeat of a different ballot proposal, identify the proposal and indicate whether it is a statewide, multi-county, or single county issue. If listing a single county issue, list the county involved. If listing a multi-county issue, list the county where the greatest number of electors eligible to vote on the issue resides. If it is a statewide proposal, leave the county name blank.

Check the box if the expenditure was made to repay a debt or obligation owed by the committee that was reported on a previous campaign statement.

Check the Fund Raiser box if the expenditure is related to a fund raising event sponsored or co-sponsored by this committee.

ITEM 6: DATE OF EXPENDITURE: Enter the date the expenditure was made.
ITEM 7: AMOUNT OF EXPENDITURE: Enter the full amount of the expenditure.
ITEM 8: CUMULATIVE FOR THE ELECTION: Enter the cumulative amount the committee has expended to support or oppose the proposal to date. Include all direct, in-kind expenditures and independent expenditures involved. Expenditures for or against a ballot proposal accumulate for the <u>election</u> in which the proposal appears on the ballot.