



Michigan Department of State  
Bureau of Elections  
[www.michigan.gov/sos](http://www.michigan.gov/sos)

# **CANDIDATE COMMITTEE CAMPAIGN STATEMENT INSTRUCTIONS AND FORMS**

**Do not use these forms if:**

- **The Committee files with the Michigan Department of State and**
    - **Spent or received \$20,000.00 or more in a calendar year.**
- You must file electronically.**

**Questions:**

Contact us at:

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Bureau of Elections  
P.O. Box 20126  
Lansing, Michigan 48901-0726  
Phone: (517) 373-2540  
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Electronic Filing Help Desk:

MERTS Plus Helpdesk: (703) 749-4642  
MERTS Plus Email: [mertstechsupport@nicusa.com](mailto:mertstechsupport@nicusa.com)

Contact your County Clerk:

Local filers are encouraged to contact your [County Clerk](#)  
office for filing information

## COMPLETING CANDIDATE COMMITTEE CAMPAIGN STATEMENTS

A Campaign Statement must include a Cover Page and the Schedules that apply to the committee's transactions during the Campaign Statement coverage period. The Schedules are described below:

**Item 1 of each Schedule: COMMITTEE I.D. NUMBER.** Enter the committee's Campaign Finance Identification number as assigned by the filing official on ALL Schedule pages.

**Item 2 of each Schedule: COMMITTEE NAME.** Enter the committee's official name as it appears on the Statement of Organization.

**Schedule 1A, Itemized Contributions:** Used to report direct contributions or loans of money from a person. The committee is required to report the name, address, date and amount of all contributions or loans of money, regardless of amount. The information must also include the occupation, employer and principal place of business if cumulative contributions from an individual are \$100.01 or more in a calendar year.

**Schedule 1A-1, Itemized Other Receipts:** Used to report interest received on committee funds held in a financial institution, loans received from financial institutions, or miscellaneous refunds, rebates, returned/uncashed checks, etc.

**Schedule 1-IK, Itemized In-Kind Contributions:** Used to report contributions of goods or services from the candidate or other persons or committees. The information must also include the occupation, employer and principal place of business if cumulative contributions from an individual are \$100.01 or more in a calendar year.

**Schedule 1B, Itemized Expenditures:** Used to report expenditures of money by the committee that are \$50.01 or more in value. Itemization is required for expenditures of \$50.01 or more and *all* expenditures made to other committees regardless of the amount.

**Schedule 1C, Incidental Office Expense Disbursements:** Used to report disbursements for incidental office expenses. This form is used only by candidates that are officeholders to disclose disbursements authorized under Section 9 of the Campaign Finance Act.

**Schedule 1B-G, Get-Out-The-Vote Activities:** Used to report expenditures made for election day busing of voters to the polls, slate cards, challengers, poll watchers, poll workers, and get-out-the-vote activities such as voter registration drives, telephone banks, etc.

**Schedule 1B-IK, Itemized In-Kind Expenditures:** Used to report the fair market value of goods or services donated to other committees or charitable institutions.

**Schedule 1E, Debts and Obligations:** Used to report funds owed by or owed to the committee and the name and address of any persons who have endorsed or guaranteed a loan from a financial institution for a committee.

**Schedule 1F, Fund Raiser:** Used to report information on fund raisers held by the committee.

**SUBTOTAL:** Enter the total of all transactions on each page of each type of Schedule.

**SCHEDULE TOTAL:** Enter the total of all transactions on the last page of each type of Schedule.

*NUMBER EACH COMPLETED SCHEDULE ON LOWER LEFT-HAND CORNER OF THE SHEET. FOR EXAMPLE, NUMBER THE SHEETS "PAGE 1 OF 3," "PAGE 2 OF 3," AND "PAGE 3 OF 3."*

### **Cumulative for the Election Cycle on Schedules 1A and 1-IK**

Cumulative contributions are the total amount of direct and in-kind contributions received from each separate contributor during the election cycle. The "election cycle" begins the day after the last General Election that an office appeared on the ballot and ends on the day of the next General Election that the office appears on the ballot again. For a Special Election, the "elections cycle" begins on the day the Special Election is scheduled or the date the office involved is vacated (whichever occurs earlier) and ends on the day of the Special Election.

In view of this, "election cycle" cumulatives are determined by adding the amount received from each contributor beginning the day after the last General Election the office that the office appeared on the ballot through the closing date of the Annual, Pre-Primary, Post-Primary and Pre-General Campaign Statement.

For the Post-General Campaign Statement, "election cycle" cumulatives are determined as follows:

- a. **Contributions received prior to or on the date of the General Election that was just held:** add the amount received from each contributor beginning the date after the last General Election through the day of the most recent General Election.
- b. **Contributions received the day after the General Election that was just held (during the new election cycle):** add the amount received from each contributor beginning the date after the most recent General Election through the Post-General closing date.

### **Designated Contributions**

Contributions received by a committee are considered to be for the current election cycle. However, a contributor can designate a contribution for a previous election cycle if:

- a. the designation is in writing;
- b. the contributor did not reach the maximum contribution limit for the candidate in the election cycle identified in written designation; and
- c. the designated contribution does not exceed the Candidate Committee's outstanding debts from the election cycle identified in the written designation.



**CANDIDATE COMMITTEE  
COVER PAGE**

FOR OFFICIAL USE ONLY

Report must be legible, typed or printed in ink and signed by the treasurer (or designated record keeper) and candidate.

<p>1. Committee I.D. Number _____</p> <p>2. Committee Name _____</p> <p>5. Committee's Mailing Address _____ Area Code and Phone _____ If the address in this box is different from the committee mailing address on the Statement of Organization, mail may be sent to this address by the filing official.</p> <p>7. Treasurer's Business Address _____ Area Code and Phone _____</p>	<p>3. This Statement covers From: _____ to _____</p> <p>4. Candidate Last Name _____ First Name _____ M.I. _____</p> <p>4a. Office Sought Including District # or Community Served (If applicable) _____</p> <p>4b. County of Residence _____</p> <p>6. Treasurer's Name &amp; Residential Address _____ Area Code &amp; Phone _____</p> <p>8. Designated Record keeper's Name and Mailing Address (If the committee has a Designated Record keeper) _____ Area Code and Phone _____</p>		
<p><b>9. TYPE OF STATEMENT</b></p> <p>9a. Pre-Election <b>OR</b> 9b. Post-Election</p> <p>Pre-Election or Post-Election Statement relates to:</p> <table style="width:100%; border: none;"> <tr> <td style="width:50%; border: none;"> <p>Primary _____</p> <p>Convention _____</p> <p>Special _____</p> <p>Date of Election, Convention or Caucus _____</p> </td> <td style="width:50%; border: none;"> <p>General _____</p> <p>School _____</p> <p>Caucus _____</p> </td> </tr> </table>		<p>Primary _____</p> <p>Convention _____</p> <p>Special _____</p> <p>Date of Election, Convention or Caucus _____</p>	<p>General _____</p> <p>School _____</p> <p>Caucus _____</p>
<p>Primary _____</p> <p>Convention _____</p> <p>Special _____</p> <p>Date of Election, Convention or Caucus _____</p>	<p>General _____</p> <p>School _____</p> <p>Caucus _____</p>		
<p>9c. Annual Statement ( _____ Coverage Year)</p> <p>9d. Amendment to Campaign Statement (Complete Item 9a, 9b, 9c or 9e to indicate which Statement is being amended)</p> <p>9e. Dissolution of Candidate Committee</p> <p style="text-align: center;">Effective Date of Dissolution _____</p> <p>By checking this item, I/We certify that the committee has no assets or outstanding debts, including late filing fees. Further, I/We request that if the dissolution cannot be granted, that this be considered a request for the Reporting Waiver. Note: The disposition of residual funds must be reported on Schedule 1B and the Summary Page.</p>			
<p>A committee that does not have a Reporting Waiver must file all required Campaign Statements. The Campaign Statements must include all applicable Schedules. Direct contributions, in-kind contributions, loans, expenditures, and outstanding debts count against the \$1,000 Reporting Waiver threshold. If any of the information listed in items 2, 4, 5, 6, 7, or 8 has changed since the information was shown on the committee's Statement of Organization, an amendment to the Statement of Organization should accompany this Campaign Statement. <b>If a request for a Reporting Waiver is not received on or before the filing deadline of a required campaign statement, that campaign statement cannot be waived.</b></p>			
<p>10. Verification: I/We certify that all reasonable diligence was used in the preparation of this statement and attached schedules (if any) and to the best of my\our knowledge and belief the contents are true, accurate and complete.</p>			
<p>Current Treasurer or Designated Record keeper _____ / _____ Date _____ Type or Print Name Signature</p> <p>Candidate _____ / _____ Date _____ Type or Print Name Signature</p>			

## **COMPLETING THE CANDIDATE COMMITTEE COVER PAGE**

**ITEM 1: COMMITTEE I.D. NUMBER:** Enter the committee's Campaign Finance Identification Number on each page. The committee's Identification Number appears on the receipt issued upon the submission of the committee's original Statement of Organization.

**ITEM 2: COMMITTEE NAME:** Enter the committee's official name as listed on the committee's Statement of Organization on each page.

**ITEM 3: CAMPAIGN STATEMENT COVERAGE PERIOD:** Enter the dates covered by this Campaign Statement.

**ITEM 4: CANDIDATE NAME:** Enter the candidate's full name (last name, first name, middle initial), the office sought by the candidate, the candidate's county of residence and the candidate's driver license number. If applicable, list the district or jurisdiction number or the name of the community served by the office.

**ITEM 5: COMMITTEE MAILING ADDRESS:** Enter the committee's mailing address and telephone number.

**ITEM 6: TREASURER'S NAME AND ADDRESS:** Enter the committee treasurer's full name, residential address and home phone number.

**ITEM 7: TREASURER'S BUSINESS ADDRESS:** Enter the committee treasurer's business address and phone number.

**ITEM 8: DESIGNATED RECORD KEEPER:** If the committee has a designated record keeper, enter his or her full name, mailing address and phone number.

**ITEM 9: TYPE OF STATEMENT:** Check the appropriate box to indicate the type of Campaign Statement being filed. If the committee is dissolving, refer to the Candidate Committee Manual for information on the dissolution of a committee.

**ITEM 10: VERIFICATION:** The candidate and the treasurer or designated record keeper must verify that all reasonable diligence was used in completion of the Campaign Statement and attached Schedules, and that the contents of the statement are true, accurate and complete to the best of their knowledge and belief. Enter the candidate's and the treasurer's names, or the candidate's and the designated record keeper's names where indicated. The Cover Page must be signed and dated by the candidate and the committee's treasurer or designated record keeper. If the candidate is serving as the committee's treasurer, the candidate signs once on the line for the candidate's signature.



1. Committee I.D. Number \_\_\_\_\_

2. Committee Name \_\_\_\_\_

**SUMMARY PAGE  
CANDIDATE COMMITTEE**

RECEIPTS	Column I This Period	Column II Cumulative this election cycle
3. Contributions		
a. Itemized (Schedule 1A - Column 6)	(3a.) \$ _____	
b. Unitemized (less than \$20.01 each - no Schedule)	(3b.) \$ <u>NOT APPLICABLE</u>	
c. Subtotal of "Contributions"	(3c.) \$ _____	(18.) \$ _____
4. Other Receipts (Schedule 1A -1, Column 6)	(4.) \$ _____	(19.) \$ _____
<b>5. TOTAL CONTRIBUTIONS AND OTHER RECEIPTS</b> (Add Line 3c + Line 4)	(5.) \$ _____	(20.) \$ _____
<b>IN-KIND CONTRIBUTIONS &amp; EXPENDITURES</b>		
6. In-Kind Contributions (Schedule 1-IK, Column 7)	(6.) \$ _____	(21.) \$ _____
7. In-Kind Expenditures (Schedule 1B-IK, Column 6)	(7.) \$ _____	(22.) \$ _____
<b>EXPENDITURES</b>		
8. Expenditures		
a. Itemized (Schedule 1B, Column 6)	(8a.) \$ _____	
b. Itemized Get-Out-the-Vote (Schedule 1B-G)	(8b.) \$ _____	
c. Unitemized (less than \$50.01 each - no Schedule)	(8c.) \$ _____	
<b>9. TOTAL EXPENDITURES</b> (Add Line 8a + Line 8b + Line 8c)	(9.) \$ _____	(23.) \$ _____
<b>INCIDENTAL EXPENSE DISBURSEMENTS</b> (Officeholders Only)		
10. Disbursements		
a. Itemized (Schedule 1C, Column 6)	(10a.) \$ _____	
b. Unitemized (less than \$50.01 each - no Schedule)	(10b.) \$ _____	
<b>11. TOTAL INCIDENTAL EXPENSE DISBURSEMENTS</b> (Add Line 10a + Line 10b)	(11.) \$ _____	(24.) \$ _____
<b>DEBTS AND OBLIGATIONS</b>		
12. Debts and Obligations		
a. Owed <b>by</b> the Committee (Schedule 1E)	(12a.) \$ _____	
b. Owed <b>to</b> the Committee (Schedule 1E)	(12b.) \$ _____	
<b>BALANCE STATEMENT</b>		
13. Ending Balance of last report filed (Enter zero if no previous reports have been filed.)	(13.) \$ _____	
14. Amount received during reporting period (Line 5, Total Contributions & Other Receipts)	(14.) + \$ _____	
15. SUBTOTAL Add lines 13 and 14	(15.) = \$ _____	
16. Amount expended during reporting period (Add lines 9 and 11)	(16.) - \$ _____	
17. ENDING BALANCE (Subtract line 16 from line 15)	(17.) \$ _____ *	

## COMPLETING THE CANDIDATE COMMITTEE SUMMARY PAGE

**ITEM 3a: CONTRIBUTIONS:** Enter in Column I, the grand total of direct contributions listed on the Itemized Contributions Schedule, 1A. Enter the cumulative amount of the direct contributions received for the election cycle on **Line 18** of Column II.

**ITEM 4: OTHER RECEIPTS:** Enter in Column I, the grand total of "other receipts" listed on the Itemized Other Receipts Schedule, 1A-1. Enter the cumulative amount of "other receipts" received for the election cycle on **Line 19** in Column II.

**ITEM 5: TOTAL CONTRIBUTIONS AND OTHER RECEIPTS:** Enter in Column I, the sum of column I, Lines 3c and 4. Enter in Column II, **Line 20**, the sum of Column II, Lines 18 and 19.

**ITEM 6: IN-KIND CONTRIBUTIONS:** Enter in Column I, the grand total of in-kind contributions reported in Column 7 of the Itemized In-kind Contributions Schedule, 1-IK. Enter the cumulative amount for this election cycle on **Line 21**, Column II.

**ITEM 7: IN-KIND EXPENDITURES:** Enter in Column I, the grand total of in-kind expenditures reported in Column 6 of the Itemized In-kind Expenditures Schedule, IB-IK. Enter the cumulative amount for this election cycle on **Line 22**, Column II.

**ITEM 8a: ITEMIZED EXPENDITURES:** Enter in Column I, the grand total of expenditures listed on the Itemized Expenditures Schedule, IB. **ITEM 8b: ITEMIZED GET-OUT-THE-VOTE ACTIVITIES:** Enter in Column I, the grand total of get-out-the-vote expenditures reported in Column 6 of Schedule B-G. **ITEM 8c: UNITEMIZED EXPENDITURES:** Enter in Column I, the grand total of expenditures of \$50.00 or less that were not itemized on Schedule 1B.

**ITEM 9: TOTAL EXPENDITURES:** Enter in Column I, the sum of Lines 8a, 8b and 8c. Enter the cumulative amount of expenditures made by the committee for the election cycle on **Line 23** in Column II.

**ITEM 10a: ITEMIZED INCIDENTAL OFFICE EXPENSE DISBURSEMENTS:** Enter in Column I, the total of incidental office expense disbursements reported on Schedule 1C.

**ITEM 10b: UNITEMIZED INCIDENTAL OFFICE EXPENSE DISBURSEMENTS:** Enter in Column I, the total of incidental office expense disbursements of \$50.00 or less that were not itemized on Schedule 1C.

**ITEM 11: TOTAL INCIDENTAL OFFICE EXPENSE DISBURSEMENTS:** Enter in Column I, the sum of Lines 10a and 10b. Enter the cumulative amount of incidental office expense disbursements made by the committee during this election cycle on **Line 24** in Column II.

**ITEM 12a: DEBTS AND OBLIGATIONS OWED BY THE COMMITTEE:** Enter the grand total of debts and obligations owed by the committee at the closing date of the Campaign Statement which were listed on the Debts and Obligations Schedule, 1E.

**ITEM 12b: DEBTS AND OBLIGATIONS OWED TO THE COMMITTEE:** Enter the grand total of the debts and obligations owed to the committee at the closing date of the Campaign Statement which were listed on the Debts and Obligations Schedule, 1E.

**ITEM 13: ENDING BALANCE:** Enter the "Ending Balance" from the last Campaign Statement filed by the committee. This is the "Beginning Balance" for the current reporting period. If this is the first Campaign Statement filed enter "Zero."

**ITEM 14: TOTAL CONTRIBUTIONS AND OTHER RECEIPTS:** Enter the "Total Contributions and Other Receipts" received during the period covered by the Campaign Statement being completed (Column I, line 5).

**ITEM 15: SUB-TOTAL:** Enter the sum of Lines 13 and 14.

**ITEM 16: TOTAL EXPENDITURES:** Add together the expenditure amount in Column I, line 9 and the disbursement amount in Column I, line 11.

**ITEM 17: ENDING BALANCE:** Subtract line 16 from line 15. The result should reflect the ending cash balance in the committee's checking account on the closing date of the Campaign Statement. If the ending balance is a negative amount, recheck the math on each Schedule. A negative balance indicates that the committee has reported spending money that is not reported as having been received.



**ITEMIZED CONTRIBUTIONS  
SCHEDULE 1A  
CANDIDATE COMMITTEE**

1. Committee I.D. Number \_\_\_\_\_

2. Committee Name \_\_\_\_\_

Enter contributor's name and address. If contribution is from an individual, enter last name, first name, middle initial. Check box to indicate if contribution is from a Political Committee or an Independent Committee (PAC) Report <u>all</u> contributions regardless of amount.	6. Amount	7. Cumulative for Election Cycle for Each Contributor (Through date of receipt)
3. Contribution # 1      PAC Receipt?    YES      4. Date of Receipt _____ Name & Address: _____  <div style="text-align: right; margin-right: 50px;">\$ _____</div> <div style="text-align: right; margin-right: 50px;">\$ _____</div> <p><b>5. If over \$100.00 cumulative, please provide:</b></p> Occupation _____ Employer _____ Business Address _____ Type of Contribution:    Direct                  Loan from a person                  Fund Raiser		
3. Contribution #2      PAC Receipt?    YES      4. Date of Receipt _____ Name & Address _____  <div style="text-align: right; margin-right: 50px;">\$ _____</div> <div style="text-align: right; margin-right: 50px;">\$ _____</div> <p><b>5. If over \$100.00 cumulative, please provide:</b></p> Occupation _____ Employer _____ Business Address _____ Type of Contribution:    Direct                  Loan from a person                  Fund Raiser		
3. Contribution # 3      PAC Receipt?    YES      4. Date of Receipt _____ Name & Address: _____  <div style="text-align: right; margin-right: 50px;">\$ _____</div> <div style="text-align: right; margin-right: 50px;">\$ _____</div> <p><b>5. If over \$100.00 cumulative, please provide:</b></p> Occupation _____ Employer _____ Business Address _____ Type of Contribution:    Direct                  Loan from a person                  Fund Raiser		
3. Contribution # 4      PAC Receipt?    YES      4. Date of Receipt _____ Name & Address _____  <div style="text-align: right; margin-right: 50px;">\$ _____</div> <div style="text-align: right; margin-right: 50px;">\$ _____</div> <p><b>5. If over \$100.00 cumulative, please provide:</b></p> Occupation _____ Employer _____ Business Address _____ Type of Contribution:    Direct                  Loan from a person                  Fund Raiser		

Page Subtotal

Grand Total of All Schedules 1A  
(Complete on last page of Schedule)

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Enter this total on line 3a of Summary Page.

## COMPLETING CANDIDATE COMMITTEE SCHEDULE 1A, ITEMIZED CONTRIBUTIONS

**ITEM 3: NAME AND ADDRESS:** Enter the complete name and address of each individual, committee, group, business, firm or other type of organization that made a contribution in any amount during the period covered by the Campaign Statement. If the contribution is from an individual, enter last name, first name, and middle initial. If the contribution is from a committee (Candidate, Political, Independent or Political Party), enter the committee name and address; do not enter the name of the individual who signed the check. If the contribution is from a Political Committee or an Independent Committee, check the "PAC Receipt? Yes" box. If the contribution is from any source that is not a PAC, leave the box unmarked. If the contribution is from a partnership that has requested attribution to individual partners, the individuals' names and addresses are reported with their proportion of the contribution. Do not report the name of the partnership. If the contribution is from a person or group that is not an individual or a registered committee, or if the contribution is from an out-of-state committee, the name and address of the committee is reported on Schedule 1A with the notation "Memo Itemization Below" written above the name of the contributor. In the space for the next contribution record immediately following this entry enter the notation "Memo Itemization" and the name and address, date and amount for each person whose contribution was a part of the total contribution.

**ITEM 4: DATE OF RECEIPT:** Enter the date the contribution was actually received by the treasurer, designated record keeper or other agent designated by the treasurer. Do not enter the date the check was written or the date the contribution was deposited. Only report on the Schedule the contributions received during the period covered by the Campaign Statement.

**ITEM 5: CONTRIBUTOR'S OCCUPATION, EMPLOYER, and BUSINESS ADDRESS:** Complete if the contributor's cumulative contribution for the election cycle exceeds \$100.00. It applies only to individuals; do not make an entry in the item if the reported contribution is from a committee. If the contribution is from an unincorporated business, use this section to indicate "Not Incorporated."

**TYPE OF CONTRIBUTION:** There are only two types of contributions of money: DIRECT contributions and LOANS from a person (a person other than a financial institution in the ordinary course of business). Check the appropriate box for each contribution. If the contribution is a loan from a person, it must also be reflected on Schedule 1E, Debts and Obligations, as a debt if there is an outstanding balance on the closing date of the Campaign Statement. Check both the **Direct** box and the **Loan From a Person** box. If the contribution was received at a fund raiser or as the purchase price of a ticket to the recipient candidate's fund raising event, check both the **Direct** box and the **Fund Raiser** box.

**ITEM 6: AMOUNT OF CONTRIBUTION:** List each contribution separately by date, even if two or more contributions are received from the same person.

**ITEM 7: CUMULATIVE FOR THE ELECTION CYCLE:** Enter the cumulative amount of all contributions received from the contributor for the election cycle through the date of the contribution being reported. Also include the value of any in-kind contributions of goods or services received through this date from the contributor when calculating the cumulative amount.



**ITEMIZED OTHER RECEIPTS  
SCHEDULE 1A-1**

**CANDIDATE COMMITTEE**

1. Committee I.D. Number \_\_\_\_\_

2. Committee Name \_\_\_\_\_

3. Name & Address From Whom Received	4. Date of Receipt	5. Type of Receipt	6. Amount
Receipt #1 Name & Address:	Date of Receipt _____	Loan from a Lending Institution	
		Interest	\$ _____
		Refund \Rebate	
	Fund Raiser	Other (Specify) _____	
Receipt #2 Name & Address:	Date of Receipt _____	Loan from a Lending Institution	
		Interest	\$ _____
		Refund \Rebate	
	Fund Raiser	Other (Specify) _____	
Receipt #3 Name & Address:	Date of Receipt _____	Loan from a Lending Institution	
		Interest	\$ _____
		Refund \Rebate	
	Fund Raiser	Other (Specify) _____	
Receipt #4 Name & Address:	Date of Receipt _____	Loan from a Lending Institution	
		Interest	\$ _____
		Refund \Rebate	
	Fund Raiser	Other (Specify) _____	
Receipt #5 Name & Address:	Date of Receipt _____	Loan from a Lending Institution	
		Interest	\$ _____
		Refund \Rebate	
	Fund Raiser	Other (Specify) _____	
Receipt #6 Name & Address:	Date of Receipt _____	Loan from a Lending Institution	
		Interest	\$ _____
		Refund \Rebate	
	Fund Raiser	Other (Specify) _____	
Receipt #7 Name & Address:	Date of Receipt _____	Loan from a Lending Institution	
		Interest	\$ _____
		Refund \Rebate	
	Fund Raiser	Other (Specify) _____	

Page Subtotal

Grand Total of All Schedules 1A -1  
(Complete on last page of Schedule)

Enter this total on  
line 4 of Summary  
Page

## **COMPLETING CANDIDATE COMMITTEE SCHEDULE 1A-1, OTHER RECEIPTS**

**ITEM 3: NAME AND ADDRESS:** Enter the name and address of the source from whom the money was received.

**ITEM 4: DATE OF RECEIPT:** Enter the date the money was actually received by the treasurer, designated record keeper or other agent designated by the treasurer.

**ITEM 5: TYPE OF RECEIPT:** Check the appropriate box to indicate the type of "other receipt": a loan from a lending institution, interest earned on the committee's bank account, a refund or rebate of a deposit, or "other." If "other," provide a brief description in the space provided, such as "returned check" or the return of excess contribution", etc. If the receipt is in relation to a fund raising event, check the "Fund Raiser" box.

**ITEM 6: AMOUNT:** Enter the total amount of the receipt.



**COMPLETING CANDIDATE COMMITTEE SCHEDULE 1-IK,**  
**ITEMIZED IN-KIND CONTRIBUTIONS**

**ITEM 3: CONTRIBUTOR'S NAME AND ADDRESS:** If the in-kind contribution is from an individual, please enter last name first. If the contribution is from a Political Committee or an Independent Committee, check the "PAC Receipt? "Yes" box. If the contribution is from any other source, leave the box unmarked.  
**CONTRIBUTOR'S OCCUPATION, EMPLOYER, AND BUSINESS ADDRESS:** Complete this item only if the cumulative value of in-kind and direct contributions from the contributor exceeds \$100.00 in a calendar year. If the in-kind contribution is received in relation to a fund raising event, check the "Fund Raiser" Box.

**ITEM 4: TYPE OF IN-KIND CONTRIBUTION:** Check one of the five indicated categories for each in-kind contribution. **DESCRIPTION:** Enter a brief description of each in-kind contribution that identifies the goods or services contributed.

**ITEM 5: DATE OF RECEIPT:** Enter the date the in-kind contribution was received. The date entered must be within the period covered by the Campaign Statement.

**ITEM 6: VENDOR NAME AND ADDRESS:** If the in-kind contribution consists of goods or services purchased on behalf of the committee by another person, enter the name and address of the vendor or person where the goods or services were purchased.

**ITEM 7: AMOUNT:** Enter the fair market value of the contribution; if the contribution was purchased, enter the purchase price.

**ITEM 8: CUMULATIVE FOR ELECTION CYCLE:** Add the value of the in-kind contribution to other contributions made by the same contributor during the election cycle. The contributions are cumulative in date order.



**ITEMIZED EXPENDITURES  
SCHEDULE 1B  
CANDIDATE COMMITTEE**

1. Committee I. D. Number \_\_\_\_\_

2. Committee Name \_\_\_\_\_

3. Name and address of person or vendor to whom paid	4. Purpose (Required Information)	5. Date	6. Amount
Expenditure #1 Name _____ Address _____ <input type="checkbox"/> Fund Raiser	Purpose: _____ <input type="checkbox"/> Check box if this expenditure is payment of debt or obligation reported on previous statement	_____ Date	\$ _____
Expenditure #2 Name _____ Address _____ <input type="checkbox"/> Fund Raiser	Purpose: _____ <input type="checkbox"/> Check box if this expenditure is payment of debt or obligation reported on previous statement	_____ Date	\$ _____
Expenditure #3 Name _____ Address _____ <input type="checkbox"/> Fund Raiser	Purpose: _____ <input type="checkbox"/> Check box if this expenditure is payment of debt or obligation reported on previous statement	_____ Date	\$ _____
Expenditure #4 Name _____ Address _____ <input type="checkbox"/> Fund Raiser	Purpose: _____ <input type="checkbox"/> Check box if this expenditure is payment of debt or obligation reported on previous statement	_____ Date	\$ _____
Expenditure #5 Name _____ Address _____ <input type="checkbox"/> Fund Raiser	Purpose: _____ <input type="checkbox"/> Check box if this expenditure is payment of debt or obligation reported on previous statement	_____ Date	\$ _____

Subtotal this page

Grand Total of all Schedules 1B  
(Complete on last page of Schedule)

Enter this total  
on line 8a of  
Summary Page

## COMPLETING CANDIDATE COMMITTEE SCHEDULE 1B, ITEMIZED EXPENDITURES

**ITEM 3: NAME AND ADDRESS OF PERSON OR VENDOR PAID:** Enter the name and address of :

- 1) Each individual or business to whom the committee made an expenditure of more than \$50.00 through a single expenditure or a series of expenditures made during the period covered by the Campaign Statement.
- 2) Each individual or business to whom the committee made an expenditure in any amount during the period covered by the Campaign Statement which was made to support or oppose a ballot question.
- 3) Each committee to whom the committee made an expenditure in any amount during the period covered by the Campaign Statement. If the expenditure was made to support or oppose a ballot proposal, it must be made to influence the nomination or election of the candidate whose committee is making the expenditure. In the purpose field, 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 reside.

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. Check the box if the expenditure was made as a payment on a debt or obligation owed by the committee that was reported on a previous Campaign Statement.

**ITEM 5: DATE OF EXPENDITURE:** Enter the date the expenditure was made.

**ITEM 6: AMOUNT OF EXPENDITURE:** Enter the amount of the expenditure.



**ITEMIZED IN-KIND EXPENDITURES**

**SCHEDULE 1B – IK**

**CANDIDATE COMMITTEE**

1. Committee I. D. Number \_\_\_\_\_

2. Committee Name \_\_\_\_\_

3. Name and Address of person to whom goods or services were donated or transferred.	4. Type of In-Kind Expenditure (Check appropriate box and fill in description)	5. Date:	6. Fair Market Value
Expenditure #1 Name & Address:	4. Donation of goods or services to a Ballot Question Committee Donation of assets to tax exempt charitable Institution Donation of assets to Political Party Committee Other Description: _____	_____ Date	\$ _____
Expenditure #2 Name & Address:	4. Donation of goods or services to a Ballot Question Committee Donation of assets to tax exempt charitable institution Donation of assets to Political Party Committee Other Description: _____	_____ Date	\$ _____
Expenditure #3 Name & Address:	4. Donation of goods or services to a Ballot Question Committee Donation of assets to tax exempt charitable institution Donation of assets to Political Party Committee Other Description: _____	_____ Date	\$ _____
Expenditure #4 Name & Address:	4. Donation of goods or services to a Ballot Question Committee Donation of assets to tax exempt charitable institution Donation of assets to Political Party Committee Other Description: _____	_____ Date	\$ _____
Expenditure #5 Name & Address:	4. Donation of goods or services to a Ballot Question Committee Donation of assets to tax exempt charitable institution Donation of assets to Political Party Committee Other Description: _____	_____ Date	\$ _____

Page Subtotal

Grand Total of all Schedules 1B-1K  
(Complete on last page of Schedule)

Enter this total  
on line 7 of  
the Summary  
Page

**CANDIDATE COMMITTEE SCHEDULE 1B-IK, ITEMIZED IN-KIND EXPENDITURES**

**ITEM 3: NAME AND ADDRESS OF PERSON OR ORGANIZATION TO WHOM THE GOODS OR SERVICES WERE DONATED OR TRANSFERRED:** Enter the name and address of each person to whom goods or services were donated or transferred.

**ITEM 4: TYPE OF IN-KIND EXPENDITURE:** Check the appropriate box to indicate the type of donation or transfer that was made. If the type is not specifically listed on the form, specify the nature of the expenditure in the space provided.

**ITEM 5: DATE:** Enter the date on which the expenditure was made.

**ITEM 6: AMOUNT:** Enter the fair market value of the goods or services donated or transferred.



**EXPENDITURES FOR GET-OUT-THE VOTE ACTIVITIES**  
**SCHEDULE 1 B - G**  
**CANDIDATE COMMITTEE**

1. Committee I.D. Number \_\_\_\_\_

2. Committee Name \_\_\_\_\_

**USE THIS FORM TO REPORT EXPENDITURES MADE FOR ELECTION DAY BUSING OF VOTERS TO THE POLLS, FOR SLATE CARDS, CHALLENGERS, POLL WATCHERS, POLL WORKERS, AND GET-OUT-THE VOTE ACTIVITY.** Describe the specific Get-Out-The -Vote activity in Item 4f.  
**ALL EXPENDITURES ARE REQUIRED TO BE ITEMIZED**

3. Name and address of person or vendor to whom the expenditure was made	4. Type of Activity	5. Date	6. Amount
Expenditure #1 Name & Address:	a. Election Day Busing of Voters To The Polls b. Slate Cards                      c. Challengers d. Poll Watchers                      e. Poll Workers f. Get-Out-The Vote Activity (Specify): _____	_____	\$ _____
For Activity Type b-f, check one: In-Kind                      Independent			
If in support of, or in opposition to, a ballot proposal, check one: Support                      Oppose	Check box if this expenditure is payment of debt or obligation reported on previous statement		
Statewide Proposal Name _____	Local Proposal Name _____	Indicate County _____	
Expenditure #2 Name & Address:	a. Election Day Busing of Voters To The Polls b. Slate Cards                      c. Challengers d. Poll Watchers                      e. Poll Workers f. Get-Out-The Vote Activity (Specify): _____	_____	\$ _____
For Activity Type b-f, check one: In-Kind                      Independent			
If in support of, or in opposition to, a ballot proposal, check one: Support                      Oppose	Check box if this expenditure is payment of debt or obligation reported on previous statement		
Statewide Proposal Name _____	Local Proposal Name _____	Indicate County _____	
Expenditure #3 Name & Address:	a. Election Day Busing of Voters To The Polls b. Slate Cards                      c. <input type="checkbox"/> Challengers d. Poll Watchers                      e. Poll Workers f. Get-Out-The Vote Activity (Specify): _____	_____	\$ _____
For Activity Type b-f, check one: In-Kind                      Independent			
If in support of, or in opposition to, a ballot proposal, check one: Support                      Oppose	<input type="checkbox"/> Check box if this expenditure is payment of debt or obligation reported on previous statement		
Statewide Proposal Name _____	Local Proposal Name _____	Indicate County _____	

Subtotal this page

Grand Total of all Schedules 1B-G)  
(Complete on last page of Schedule

Enter total on Line 8b Summary Page

**CANDIDATE COMMITTEE FOR SCHEDULE 1B-G, GET OUT THE VOTE**

**ITEM 3: NAME AND ADDRESS OF PERSON OR VENDOR TO WHOM THE EXPENDITURE WAS MADE:** Enter the name and address of each person paid for voter registration or get-out-the-vote activities. If other persons were paid by the person listed here, use Memo Itemizations to report their names, the dates the payments were made, and the amounts paid. Check the appropriate box (In-Kind, Independent, Support, Oppose) to indicate the nature of the expenditure.

**ITEM 4: TYPE OF ACTIVITY:** Check the appropriate box (Election Day Busing of Voters to the Polls, Slate Cards, Challengers, Poll Watchers, Poll Workers, Get-Out-the-Vote-Activity) to indicate the type of activity for which the expenditure was made. For get-out-the-vote activities (such as phone banks and voter registration expenditures) that do not have a check box listed on the form, specify the particular activity in the space provided.

**ITEM 5: DATE:** Enter the date on which the expenditure was made.

**ITEM 6: AMOUNT:** Enter the amount of the expenditure.



**INCIDENTAL OFFICE EXPENSE  
DISBURSEMENTS  
SCHEDULE 1C  
CANDIDATE COMMITTEE**  
(For use by officeholders only)

1. Committee I. D. Number \_\_\_\_\_

2. Committee Name \_\_\_\_\_

3. Name and address of person to whom disbursement was made	4. Description of Disbursement (Be specific & you may assign a disbursement code* )	5. Date	6. Amount of Disbursement
Disbursement # 1 Name & Address: _____        Check box if this disbursement is payment of debt or obligation reported on previous statement <input type="checkbox"/>	Purpose _____    Disbursement Code _____ Fund Raiser	_____ Date	\$ _____
Disbursement # 2 Name & Address: _____        Check box if this disbursement is payment of debt or obligation reported on previous statement <input type="checkbox"/>	Purpose _____    Disbursement Code _____ Fund Raiser	_____ Date	\$ _____
Disbursement # 3 Name & Address: _____        Check box if this disbursement is payment of debt or obligation reported on previous statement <input type="checkbox"/>	Purpose _____    Disbursement Code _____ Fund Raiser	_____ Date	\$ _____
Disbursement # 4 Name & Address: _____        Check box if this disbursement is payment of debt or obligation reported on previous statement <input type="checkbox"/>	Purpose _____    Disbursement Code _____ Fund Raiser	_____ Date	\$ _____

Subtotal this page

Grand Total of all Schedules 1C  
(Complete on last page of Schedule)

Enter this total on line 10a of Summary Page

\*PLEASE REFER TO INSTRUCTIONS FOR LIST OF DISBURSEMENT CODES

Note: No campaign expenditures are to be reported on this schedule; Incidental Office Expense Disbursements ONLY

**COMPLETING CANDIDATE COMMITTEE SCHEDULE 1C,**  
**ITEMIZED INCIDENTAL DISBURSEMENTS**

The Candidate Committee of an incumbent officeholder uses Schedule 1C to report disbursements made for incidental office expenses. Such disbursements are not made to influence the nomination or election of the candidate. **Incidental office expense disbursements may only be made by the committee of an incumbent officeholder.** Other candidates do not have incidental office expenses as defined by the Campaign Finance Act and therefore do not use Schedule 1C.

**ITEM 3: NAME AND ADDRESS OF PERSON TO WHOM THE DISBURSEMENT WAS MADE:**

Enter the name and address of the person who was paid.

**ITEM 4: DESCRIPTION OF DISBURSEMENT:** Describe the purpose of the disbursement. One of the disbursement codes listed below may be used to describe the disbursement in addition to the written purpose.

**ITEM 5: DATE OF DISBURSEMENT:** Indicate the date the check was written to pay the incidental expense.

**ITEM 6: AMOUNT OF DISBURSEMENT:** Indicate the amount paid.

**DISBURSEMENT CODES FOR INCIDENTAL OFFICE EXPENSES**

- AO - A disbursement necessary to assist, serve, or communicate with a constituent.
- BO - A disbursement for equipment, furnishings, or supplies for the office of the public official.
- CO - A disbursement for a district office if the district office is not used for campaign-related activity.
- DO - A disbursement for the public official or his or her staff, or both, to attend a conference, meeting, reception, or other similar event.
- EO - A disbursement to maintain a publicly owned residence or a temporary residence at the seat of government.
- FO - An unreimbursed disbursement for travel, lodging, meals or other expenses incurred by the public official, a member of the public official's immediate family, or a member of the public official's staff in carrying out the business of the elective office.
- GO - A donation to a tax-exempt charitable organization, including the purchase of tickets to charitable or civic events.
- HO - A disbursement to a ballot question committee.
- IO - A purchase of tickets for use by that public official and members of his or her immediate family and staff to a fund-raising event sponsored by a candidate committee, independent committee, political party committee, or a political committee that does not exceed \$100.00 per committee in any calendar year.
- JO - A disbursement for an educational course or seminar that maintains or improves skills employed by the public official in carrying out the business of the elective office.
- KO - A purchase of advertisements in testimonials, program books, souvenir books, or other publications if the advertisement does not support or oppose the nomination or election of a candidate.
- LO - A disbursement for consultation, research, polling and photographic services not related to a campaign.
- MO - A fee paid to a fraternal, veteran, or other service organization.
- NO - A payment of tax liability incurred as a result of authorized transactions by the Candidate Committee of the public official.
- OO - A fee for accounting, professional, or administrative services for the candidate committee of the public official.
- PO - A debt or obligation incurred by the Candidate Committee of a public official for a disbursement in the previous categories if the debt or obligation was reported in the Candidate Committee statement filed for the year in which the debt or obligation was incurred.
- QO - A disbursement for an ordinary and necessary expense pursuant to the IRS business expense code that does not fit into one of the preceding category codes.



**DEBTS AND OBLIGATIONS**  
**SCHEDULE 1E**  
**CANDIDATE COMMITTEE**

1. Committee I.D. Number \_\_\_\_\_

2. Committee Name \_\_\_\_\_

This Schedule itemizes:

a. Debts and obligations owed by or forgiven the committee **OR** b. Debts and obligations owed to or forgiven by the committee.  
(Check either a or b. Use only for the purpose checked.)

3. Name and Mailing Address of person, vendor or financial institution to whom debt is owed.  Check box to indicate whether debt is owed to an incorporated business. If debt is a bank loan, please provide information regarding the endorsers or guarantors, if any.	4. Type of Obligation (Description) 5. Indicate date debt was incurred 6. Indicate original amount of debt	7. Date and amount of each payment	8. Cumulative payment to date on debt	9. Outstanding Balance at close of this period (Item 6 minus Item 8)
Debt #1                      Corp?    Yes Owed to or by:	4. Type: _____  5. <b><u>Date Debt Was Incurred:</u></b> _____  6. <b><u>Original Amount of Debt:</u></b> \$ _____	_____ \$ _____ _____ \$ _____ _____ \$ _____ _____ \$ _____	\$ _____	\$ _____  FORGIVEN
If bank loan, name of endorser or guarantor: _____ Amount Endorsed: \$ _____				
Debt #2                      Corp?    Yes Owed to or by:	4. Type: _____  5. <b><u>Date Debt Was Incurred:</u></b> _____  6. <b><u>Original Amount of Debt:</u></b> \$ _____	_____ \$ _____ _____ \$ _____ _____ \$ _____ _____ \$ _____	\$ _____	\$ _____  FORGIVEN
If bank loan, name of endorser or guarantor: _____ Amount Endorsed: \$ _____				
Debt #3                      Corp?    Yes Owed to or by:	4. Type: _____  5. <b><u>Date Debt Was Incurred:</u></b> _____  6. <b><u>Original Amount of Debt:</u></b> \$ _____	_____ \$ _____ _____ \$ _____ _____ \$ _____ _____ \$ _____	\$ _____	\$ _____  FORGIVEN
If bank loan, name of endorser or guarantor: _____ Amount Endorsed: \$ _____				

Page Subtotal (Outstanding debt)

Grand Total of all Schedules 1E  
(Complete on last page of Schedule showing amounts owed by or to the committee)

Enter this total on line 12a "owed by" or line 12b "owed to" of the Summary Page

**A debt or obligation must be shown on this Schedule if there was an outstanding amount owed on it at the closing date of this Campaign Statement or it was forgiven during the period covered by this Campaign Statement.**

## **COMPLETING CANDIDATE COMMITTEE SCHEDULE 1E, DEBTS AND OBLIGATIONS**

Check **box “a”** if this Schedule 1E will be used to list debts and obligations owed **by or forgiven** the committee. Check **box “b”** if this Schedule 1E will be used to list debts and obligations owed **to or forgiven by** the committee.

**ITEM 3: NAME AND MAILING ADDRESS:** Provide the name and mailing address of the person, vendor or financial institution to whom debt is owed. If the debt is owed to the committee, provide the name and address of the person that owes the committee.

**DEBTS AND OBLIGATIONS OWED BY OR FORGIVEN THE COMMITTEE:** Enter the name and mailing address of any person, vendor or financial institution:

- to whom the committee owes an outstanding amount on a debt or obligation as of the closing date of the Campaign Statement, or
- that forgave a debt during the current reporting period that the committee listed as outstanding on the last Campaign Statement filed.

**DEBTS AND OBLIGATIONS OWED TO OR FORGIVEN BY THE COMMITTEE:** Enter the name and mailing address of any person, vendor or financial institution:

- that owed the committee an outstanding amount on a debt or obligation prior to the closing date of the Campaign Statement or
- to whom the committee forgave a debt or obligation during the current reporting period that was listed as outstanding on the last Campaign Statement filed by the committee. Check the **“Corp? Yes”** box if the debt is owed to an incorporated business.
- If the debt is a loan and was guaranteed or endorsed by someone, please fill in the requested information in the lower half of the Schedule. A loan endorsement or guarantee is limited by any applicable contribution limit that the Candidate Committee must observe.

**ITEM 4: TYPE OF OBLIGATION:** Describe the debt or obligation

**ITEM 5: DATE DEBT WAS INCURRED:** Enter the date the debt or obligation was incurred. If the committee maintained an ongoing account with a vendor, treat each new charge as a separate debt.

**ITEM 6: ORIGINAL AMOUNT OF DEBT:** Enter the original amount of the debt or obligation. If the committee maintained a running account with a vendor, treat each new charge as a separate debt.

**ITEM 7: DATES AND AMOUNTS OF PAYMENTS:** Enter the amount and the date of each payment on the debt or obligation.

**ITEM 8: CUMULATIVE PAYMENTS:** Enter the total amount paid by or to the committee on the debt or obligation as of the closing date of the Campaign Statement.

**ITEM 9: OUTSTANDING BALANCE:** Enter the outstanding amount owed by or to the committee on the debt or obligation as of the closing date of the Campaign Statement. Check the **“Forgiven”** box if the loan has been forgiven.

**ENDORSEMENT OR GUARANTEE:** Enter the full name of the person who endorsed or guaranteed all or a portion of the loan or other debt. Enter the amount endorsed or guaranteed.



**FUND RAISER SCHEDULE 1F  
CANDIDATE COMMITTEE**

1. Committee I.D. Number \_\_\_\_\_

2. Committee Name \_\_\_\_\_

**- USE A SEPARATE SHEET FOR EACH EVENT -**

3. Date Event Was Held  _____	4. Number of Individuals Attending or Participating (whichever is greater)	5. Type of Fund Raising Activity	6. Address and Name (If any) of the place where the activity was held.  <input type="checkbox"/> Private Residence
-------------------------------------	--	----------------------------------	--

7. Total Contributions \_\_\_\_\_

8. Other Receipts \_\_\_\_\_

9. Gross Receipts (Add lines 7 and 8) \_\_\_\_\_

10. Total Cost of Event \_\_\_\_\_  
(Total Cost includes In-Kind Contributions and All Expenditures Made For the Event)

11.  Check if event was a joint fund raiser and complete the following:

Co-Sponsor(s)	Contribution Split (%)	Expenditure Split (%)
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

- The committee is required to file a separate Fund Raiser Schedule for each fund raising event held during the period covered by the Campaign Statement.
- Receipts and expenditures listed on a Fund Raiser Schedule must also be reported on the Itemized Contributions Schedule (1A), Itemized In-Kind Contributions Schedule (1-IK), Itemized Expenditures Schedule (1B) and the Summary Page.
- Each committee that participated in a joint fund raiser must file a Fund Raiser Schedule for the event.

## **INSTRUCTIONS FOR SCHEDULE 1F, FUND RAISER**

**ITEM 3: DATE OF EVENT:** Enter the date the fund raising event was held.

**ITEM 4: NUMBER OF PEOPLE ATTENDING:** Enter the larger of the following two numbers: 1) the number of persons who attended the fund raising event or 2) the number of persons who contributed to the committee in connection with the fund raising event.

**ITEM 5: TYPE OF FUND RAISING ACTIVITY:** Describe the type of fund raising event held. Examples: "Spaghetti Dinner"; "Auction"; "Dance."

**ITEM 6: NAME AND ADDRESS OF PLACE:** Enter the address and name (if any) of the facility where the fund raising event was held. Check the **"Private Residence"** box if the event was held at a private residence. This tells the filing official that there should be no expenditures on Schedule 1B for hall rental for this fund raiser.

**ITEM 7: TOTAL CONTRIBUTIONS:** Enter the total amount of contributions received by the committee in connection with the fund raising event.

**ITEM 8: OTHER RECEIPTS:** Enter the amount of any "other receipts" the committee received in connection with the fund raising event. This would include, for example, refunds of deposits made by the committee in connection with the event.

**ITEM 9: GROSS RECEIPTS:** Enter the total of lines 7 and 8. This provides the gross receipts received by the committee in connection with the fund raising event, no matter when they were received.

**ITEM 10: TOTAL COST OF EVENT:** Enter the total cost of holding the fund raising event. This includes the value of in-kind contributions in addition to any expenditures made for the event.

**ITEM 11: JOINT FUND RAISERS:** If the event held was a joint fund raiser, check the box and enter the name(s) of the co-sponsor(s) of the event. Show the percentage of the contributions received by each of the co-sponsors and the percentage of the fund raiser costs paid by each of the co-sponsors. Always include the committee that is filing this Campaign Statement in the list of co-sponsors.