



MICHIGAN DEPARTMENT OF STATE
BUREAU OF ELECTIONS

**ITEMIZED CONTRIBUTIONS
SCHEDULE 3A
POLITICAL PARTY COMMITTEE**

1. Committee I.D. Number _____

2. Committee Name _____

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

Page Subtotal

Grand Total of All Schedules 3A
(Complete on last page of Schedule)

COMPLETING POLITICAL PARTY COMMITTEE SCHEDULE 3A, ITEMIZED CONTRIBUTIONS

Item 3: CONTRIBUTOR'S NAME AND ADDRESS. For individuals, enter the contributor's last name, first name and middle initial (if any) and address. If the individual's cumulative contributions for the calendar year (through the date of this contribution) exceed \$100.00, also enter the name of the contributor's employer, the individual's occupation and the address of their principal place of business. For a committee, group, business, firm or any other type of organization, report the name and address. If you have confirmed that a business is not incorporated, indicate this in any open space available in the box. Note example below. For a partnership that has requested attribution to individual partners, report the individuals' names and street addresses with their proportion of the contribution. Do not report the name of the partnership. For a committee (Candidate, Political, Independent, or Political Party), report the committee name, address and treasurer's name. Do not enter the name of the person who signed the check if other than the treasurer. If the contribution is from a Political or Independent Committee, check the box to indicate that it is a "PAC Receipt". If the contribution is from any source that is not a Political or Independent Committee, leave the box unmarked.

MEMO ITEMIZATIONS: For a person or group that is not a registered committee, or if the contribution is from an out-of-state committee that is not registered in Michigan, report the name and address of the group or committee on Schedule 3A with the notation "Memo Itemization Below". In the spaces immediately following this entry, enter the name, street address, date and amount for each individual whose contribution was a part of the total contribution and enter the notation "Memo Itemization" as shown in the example below.

NON-REPORTABLE FUNDS: Funds donated to a Political Party Committee that are clearly designated by the contributor as intended for "non-political" or "administrative" purposes should not be placed into the account used by the Political Party Committee for candidate or ballot question support or opposition and should not be reported on a Campaign Statement.

Item 4: TYPE OF CONTRIBUTION. Check the appropriate box to indicate the type of contribution: If the contribution is receipt of money, check the "**Direct**" box. If the contribution is a loan of money from a person who expects to be repaid, check both the "**Direct**" box and the "**Loan from a person**" box. Also enter the person's name, street address, date and amount on Schedule 3E, Debts and Obligations if the loan has not been repaid by the close of the reporting period for the current Campaign Statement.

Item 5: DATE OF RECEIPT. Enter the date the contribution was received by the committee treasurer, designated record keeper or other agent of the committee. Do not enter the date the check was written or the date the contribution was deposited. A contribution is *received by a committee* on the date that the monetary funds, written instrument, or in-kind contribution of goods from the contributor have come into the *physical possession of the committee treasurer, designated record keeper or other person acting as an agent of the committee*. Only report on Schedule 3A the contributions that were received during the period covered by the Campaign Statement.

Item 6: AMOUNT OF CONTRIBUTION. Enter the amount of the contribution. Each contribution must be listed separately, even if two or more contributions are received from the same person.

Item 7: CUMULATIVE FOR THE CALENDAR YEAR. Enter the cumulative amount of all contributions from this contributor for the calendar year. Include all contributions received from the contributor through the date of this contribution, including in-kind contributions.