# Commonwealth of Pennsylvania - Campaign Finance Report (Note: This report must be clear and legible. It should be typed)

Name of Filing Committee, Candidate or Lobbyist  Street Address  City  Type of Report (Place x under report type)  1. 6" Tuesday   2- 2"d Friday   3- 30 Day Post   4- 6" Tuesday   5- 2"d Friday   Pre-Primary   Pre-Primary   Pre-Primary   Pre-Election   Pre-Elec	
Street Address  City  Type of Report (Place x under report type)  1-6 <sup>th</sup> Tuesday Pre-Primary Pre-Primary Pre-Primary Pre-Primary Pre-Primary Pre-Election Pre-El	
Type of Report (Place x under report type)  1- 6 <sup>th</sup> Tuesday   2- 2 <sup>nd</sup> Friday   3- 30 Day Post   4- 6 <sup>th</sup> Tuesday   5- 2 <sup>nd</sup> Friday   Pre-Primary   Pre-Primary   Pre-Primary   Pre-Election   Pre-Elect	
1-6 <sup>th</sup> Tuesday 2-2 <sup>2th</sup> Friday 3-30 Day Post 4-6 <sup>th</sup> Tuesday 5-2 <sup>nd</sup> Friday Pre-Primary Pre-Primary Pre-Primary Pre-Primary Pre-Election Pre-Election Election Election Pre-Election Post-Election P	
Pre-Primary Pre-Primary Primary Pre-Election Pre-Election Pre-Election Pre-Election Post-Election Post-Election Pre-Election Post-Election Post-Election Pre-Election Pre-Election Pre-Election Pre-Election Post-Election Pre-Election Pre-Ele	
Summary of Receipts and Expenditures  A. Amount Brought Forward From Last Report  B. Total Monetary Contributions and Receipts (From Schedule I)  C. Total Funds Available (Sum of Lines A and B)  D. Total Expenditures (From Schedule III)  E. Ending Cash Balance (Subtract Line D from Line C)  F. Value of In-Kind Contributions Received (From Schedule II)  G. Unpaid Debts and Obligations (From Schedule IV)  Affidavit Section  Part 1- If this is a Committee report, treasurer sign here. If this is a Candidate report, candidate sign here.  I swear (or affirm) that this report, including the attached schedules on paper, is to the best of my knowledge and belief true, correct and complete.	
Summary of Receipts and Expenditures  A. Amount Brought Forward From Last Report  B. Total Monetary Contributions and Receipts (From Schedule I)  C. Total Funds Available (Sum of Lines A and B)  D. Total Expenditures (From Schedule III)  E. Ending Cash Balance (Subtract Line D from Line C)  F. Value of In-Kind Contributions Received (From Schedule II)  G. Unpaid Debts and Obligations (From Schedule IV)  Affidavit Section  Part 1- If this is a Committee report, treasurer sign here. If this is a Candidate report, candidate sign here.  I swear (or affirm) that this report, including the attached schedules on paper, is to the best of my knowledge and belief true, correct and complete.	
Expenditures  A. Amount Brought Forward From Last Report  B. Total Monetary Contributions and Receipts (From Schedule I)  C. Total Funds Available (Sum of Lines A and B)  D. Total Expenditures (From Schedule III)  E. Ending Cash Balance (Subtract Line D from Line C)  F. Value of In-Kind Contributions Received (From Schedule II)  G. Unpaid Debts and Obligations (From Schedule IV)  Affidavit Section  Part 1- If this is a Committee report, treasurer sign here. If this is a Candidate report, candidate sign here.  I swear (or affirm) that this report, including the attached schedules on paper, is to the best of my knowledge and belief true, correct and complete.	
B. Total Monetary Contributions and Receipts (From Schedule I) C. Total Funds Available (Sum of Lines A and B) D. Total Expenditures (From Schedule III) E. Ending Cash Balance (Subtract Line D from Line C) F. Value of In-Kind Contributions Received (From Schedule II) G. Unpaid Debts and Obligations (From Schedule IV)  Affidavit Section Part 1- If this is a Committee report, treasurer sign here. If this is a Candidate report, candidate sign here. I swear (or affirm) that this report, including the attached schedules on paper, is to the best of my knowledge and belief true, correct and complete.	
(From Schedule I)  C. Total Funds Available (Sum of Lines A and B)  D. Total Expenditures (From Schedule III)  E. Ending Cash Balance (Subtract Line D from Line C)  F. Value of In-Kind Contributions Received (From Schedule II)  G. Unpaid Debts and Obligations (From Schedule IV)  Affidavit Section  Part 1- If this is a Committee report, treasurer sign here. If this is a Candidate report, candidate sign here.  I swear (or affirm) that this report, including the attached schedules on paper, is to the best of my knowledge and belief true, correct and complete.	
(Sum of Lines A and B)  D. Total Expenditures (From Schedule III)  E. Ending Cash Balance (Subtract Line D from Line C)  F. Value of In-Kind Contributions Received (From Schedule II)  G. Unpaid Debts and Obligations (From Schedule IV)  Affidavit Section  Part 1- If this is a Committee report, treasurer sign here. If this is a Candidate report, candidate sign here.  I swear (or affirm) that this report, including the attached schedules on paper, is to the best of my knowledge and belief true, correct and complete.	
D. Total Expenditures (From Schedule III)  E. Ending Cash Balance (Subtract Line D from Line C)  F. Value of In-Kind Contributions Received (From Schedule II)  G. Unpaid Debts and Obligations (From Schedule IV)  Affidavit Section  Part 1- If this is a Committee report, treasurer sign here. If this is a Candidate report, candidate sign here.  I swear (or affirm) that this report, including the attached schedules on paper, is to the best of my knowledge and belief true, correct and complete.	
E. Ending Cash Balance (Subtract Line D from Line C)  F. Value of In-Kind Contributions Received (From Schedule II)  G. Unpaid Debts and Obligations (From Schedule IV)  Affidavit Section  Part 1- If this is a Committee report, treasurer sign here. If this is a Candidate report, candidate sign here.  I swear (or affirm) that this report, including the attached schedules on paper, is to the best of my knowledge and belief true, correct and complete.	
F. Value of In-Kind Contributions Received (From Schedule II)  G. Unpaid Debts and Obligations (From Schedule IV)  Affidavit Section  Part 1- If this is a Committee report, treasurer sign here. If this is a Candidate report, candidate sign here.  I swear (or affirm) that this report, including the attached schedules on paper, is to the best of my knowledge and belief true, correct and complete.	
(From Schedule II)  G. Unpaid Debts and Obligations (From Schedule IV)  Affidavit Section  Part 1- If this is a Committee report, treasurer sign here. If this is a Candidate report, candidate sign here.  I swear (or affirm) that this report, including the attached schedules on paper, is to the best of my knowledge and belief true, correct and complete.	
(From Schedule IV)  Affidavit Section  Part 1- If this is a Committee report, treasurer sign here. If this is a Candidate report, candidate sign here.  I swear (or affirm) that this report, including the attached schedules on paper, is to the best of my knowledge and belief true, correct and complete.	
Affidavit Section  Part 1- If this is a <b>Committee</b> report, treasurer sign here. If this is a <b>Candidate</b> report, candidate sign here.  I swear (or affirm) that this report, including the attached schedules on paper, is to the best of my knowledge and belief true, correct and complete.	
I swear (or affirm) that this report, including the attached schedules on paper, is to the best of my knowledge and belief true, correct and complete.	
day of	
Signature of Person Submitting report	
Signature Printed Name	
My Commission expires	
Part II- If this is a report of a <b>Candidate's Authorized Committee</b> , candidate shall sign here.  I swear (or affirm) that to the best of my knowledge and belief this political committee has not violated any provisions of the Act of June 3, 1937 (P.L. 1333, NO.32 amended.	320) as
Sworn to and subscribed before me this	
day of 20 Signature of Candidate	
Signature Printed Name	
My Commission expires	

# SCHEDULE I Contributions and Receipts Detailed Summary Page

Filer Identification Number	
-	
1.Unitemized Contributions and Receipts-\$50.00 or Less per Contributor	
Total for the reporting period (1)	\$
2. Contributions of \$50.01 to \$250.00 (From Part A and Part B)	
Contributions Received from Political Committees (Part A)	\$
All Other Contributions (Part B)	\$
Total for the reporting period (2)	\$
3. Contributions Over \$250.00 (From Part C and Part D)	
Contributions Received from Political Committees (Part C)	\$
All Other Contributions (Part D)	\$
Total for the reporting period (3)	\$
4. Other Receipts-Refunds, Interest Earned, Returned Checks, ETC. (From Part E)	
Total for the reporting period (4)	\$
Total Monetary Contributions and Receipts during this reporting period (Add and enter amount totals from Royes 1, 2, 3 and 4; also enter this amount on Page 1, Report	\$

Cover Page, Item B)

## PART A **Contributions Received From Political Committees**

\$50.01 TO \$250.00 Use this Part to itemize only contributions received from Political Committees with an aggregate value from \$50.01 TO \$250.00 in the reporting period.

Filer Identification Number				
				Amount
Full Name of Contributing Committee			Date [MM/DD/YYYY]	\$
House # Street Address			Date [MM/DD/YYYY]	\$ 
City	State	Zip Code	Date [MM/DD/YYYY]	\$
Full Name of Contributing Committee			Date [MM/DD/YYYY]	\$
House # Street Address			Date [MM/DD/YYYY]	\$
City	State	Zip Code	Date [MM/DD/YYYY]	\$
Full Name of Contributing Committee			Date [MM/DD/YYYY]	\$
House # Street Address			Date [MM/DD/YYYY]	\$
City	State	Zip Code	Date [MM/DD/YYYY]	\$
Full Name of Contributing Committee			Date [MM/DD/YYYY]	\$
House # Street Address			Date [MM/DD/YYYY]	\$ 
City	State	Zip Code	Date [MM/DD/YYYY]	\$
Full Name of Contributing Committee			Date [MM/DD/YYYY]	\$
House # Street Address			Date [MM/DD/YYYY]	\$
City	State	Zip Code	Date [MM/DD/YYYY]	\$
Full Name of Contributing Committee			Date [MM/DD/YYYY]	\$
House # Street Address			Date [MM/DD/YYYY]	\$ 
City	State	Zip Code	Date [MM/DD/YYYY]	\$ 

## PART B **All Other Contributions**

\$50.01 TO \$250

Use this Part to itemize all other contributions with an aggregate value from \$50.01 TO \$250 in the reporting period.

(Exclude contributions from political committees reported in Part A.)

Filer Identification Number:				
Full Name of Contributor			Date [MM/DD/YYYY]	\$
House # Street Address			Date [MM/DD/YYYY]	\$
City	State	Zip Code	Date [MM/DD/YYYY]	\$
Full Name of Contributor			Date [MM/DD/YYYY]	\$
House # Street Address			Date [MM/DD/YYYY]	\$
City	State	Zip Code	Date [MM/DD/YYYY]	\$
Full Name of Contributor			Date [MM/DD/YYYY]	\$
House # Street Address			Date [MM/DD/YYYY]	\$
City	State	Zip Code	Date [MM/DD/YYYY]	\$
Full Name of Contributor			Date [MM/DD/YYYY]	\$
House # Street Address			Date [MM/DD/YYYY]	\$
City	State	Zip Code	Date [MM/DD/YYYY]	\$
Full Name of Contributor			Date [MM/DD/YYYY]	\$
House # Street Address			Date [MM/DD/YYYY]	\$
City	State	Zip Code	Date [MM/DD/YYYY]	\$
Full Name of Contributor			Date [MM/DD/YYYY]	\$
House # Street Address			Date [MM/DD/YYYY]	\$
City	State	Zip Code	Date [MM/DD/YYYY]	\$

### PART C

## **Contributions Received From Political Committees**

Over \$250.00

Use this Part to itemize only contributions received from Political Committees with an aggregate value over \$250.00 in the reporting period.

Filer Identification Number:				
				-
Full Name of Contributing Committee			Date [MM/DD/YYYY]	\$
House # Street Address			Date [MM/DD/YYYY]	\$
City	State	Zip Code	Date [MM/DD/YYYY]	\$
Full Name of Contributing Committee			Date [MM/DD/YYYY]	\$
House # Street Address			Date [MM/DD/YYYY]	\$
City	State	Zip Code	Date [MM/DD/YYYY]	\$
Full Name of Contributing Committee			Date [MM/DD/YYYY]	\$
House # Street Address			Date [MM/DD/YYYY]	\$
City	State	Zip Code	Date [MM/DD/YYYY]	\$
Full Name of Contributing Committee			Date [MM/DD/YYYY]	\$
House # Street Address			Date [MM/DD/YYYY]	\$
City	State	Zip Code	Date [MM/DD/YYYY]	\$
Full Name of Contributing Committee			Date [MM/DD/YYYY]	_ \$
House # Street Address			Date [MM/DD/YYYY]	\$
City	State	Zip Code	Date [MM/DD/YYYY]	\$
Full Name of Contributing Committee			Date [MM/DD/YYYY]	\$
House # Street Address			Date [MM/DD/YYYY]	\$
City	State	Zip Code	Date [MM/DD/YYYY]	\$

# PART D All Other Contributions

Over \$250.00

Use this Part to itemize all other contributions with an aggregate value over \$250.00 in the reporting period. (Exclude contributions from political committees reported in Part C)

Filer Identification Number:			
			-
Full Name of Contributor			Date [MM/DD/YYYY] \$
House # Street Address			Date [MM/DD/YYYY] \$
City	State	Zip Code	Date [MM/DD/YYYY] \$
Employer Name			Occupation
Employer Mailing Address / Principal Place of Business			
Full Name of Contributor			Date [MM/DD/YYYY] \$
House # Street Address			Date [MM/DD/YYYY] \$
City	State	Zip Code	Date [MM/DD/YYYY] \$
Employer Name			Occupation
Employer Mailing Address / Principal Place of Business			
Full Name of Contributor			Date [MM/DD/YYYY] \$
House # Street Address			Date [MM/DD/YYYY] \$
City	State	Zip Code	Date [MM/DD/YYYY] \$
Employer Name			Occupation
Employer Mailing Address / Principal Place of Business			
Full Name of Contributor			Date [MM/DD/YYYY] \$
House # Street Address			Date [MM/DD/YYYY] \$
City	State	Zip Code	Date [MM/DD/YYYY] \$
Employer Name			Occupation
Employer Mailing Address / Principal Place of Business			

### PART E

# **Other Receipts**

## REFUNDS, INTEREST INCOME, RETURNED CHECKS, ETC.

Use this Part to report refunds received, interest earned, returned checks and prior expenditures that were returned to the filer.

Filer Identification Number:				
Full Name				
	eet Address			
City		State	Zip Code	Date [MM/DD/YYYY] \$
Receipt Description				
Full Name				
	eet Address			
City		State	Zip Code	Date [MM/DD/YYYY] \$
Receipt Description				
Full Name				
	eet Address			
City		State	Zip Code	Date [MM/DD/YYYY] \$
Receipt Description				
Full Name				
House # Stre	eet Address			
City		State	Zip Code	Date [MM/DD/YYYY] \$
Receipt Description			<u>'</u>	
Full Name				
	eet Address			
City		State	Zip Code	Date [MM/DD/YYYY] \$
Receipt Description				
Full Name				
	eet Address			
City		State	Zip Code	Date [MM/DD/YYYY] \$
Receipt Description				

#### SCHEDULE II

## IN-KIND CONTRIBUTIONS AND VALUABLE THINGS RECEIVED

USE THIS SCHEDULE TO REPORT ALL IN-KIND CONTRIBUTIONS OF VALUABLE THINGS DURING THE REPORTING PERIOD DETAILED SUMMARY PAGE

Filer Identification Number:	
UNITEMIZED IN-KIND CONTRIBUTIONS RECEIVED-VALUE OF \$50	0.00 OR LESS PER CONTRIBUTOR
TOTAL for the reporting period (1)	\$
2. IN-KIND CONTRIBUTIONS RECEIVED-VALUE OF \$50.01 TO \$250.0	00 (FROM PART F)
TOTAL for the reporting period (2)	\$
3. IN-KIND CONTRIBUTION RECEIVED-VALUE OVER \$250.00 (FROM	1 PART G)
TOTAL for the reporting period (3)	\$
TOTAL VALUE OF IN-KIND CONTRIBUTIONS DURING THIS REPORTING PERIOD (Add and enter amount totals from boxes 1, 2, and 3; also enter on Page 1, Report Cover Page, Item F)	\$

### SCHEDULE II PART F

# In-Kind Contributions Received VALUE OF \$50.01 TO \$250

		17.1202 01 400.01 1	,====			
Filer Identification Number:						
Full Name of Contributor			Date [MM/DD/YYYY]	\$		
House # Street Addr	ess		Date [MM/DD/YYYY]	\$		
City	State	Zip Code	Date [MM/DD/YYYY]	\$		
Description of Contribution						
Full Name of Contributor			Date [MM/DD/YYYY]	\$		
House # Street Addr	ress		Date [MM/DD/YYYY]	\$		
City	State	Zip Code	Date [MM/DD/YYYY]	\$		
Description of Contribution						
Full Name of Contributor			Date [MM/DD/YYYY]	\$		
House # Street Addr	ess		Date [MM/DD/YYYY]	\$		
City	State	Zip Code	Date [MM/DD/YYYY]	\$		
Description of Contribution						
Full Name of Contributor			Date [MM/DD/YYYY]	\$		
House # Street Addr	ress		Date [MM/DD/YYYY]	\$		
City	State	Zip Code	Date [MM/DD/YYYY]	\$		
Description of Contribution						
Full Name of Contributor			Date [MM/DD/YYYY]	\$		
House # Street Addr	ress		Date [MM/DD/YYYY]	\$		
City	State	Zip Code	Date [MM/DD/YYYY]	\$		
Description of Contribution			1	-		

### SCHEDULE II Part G

## **In-Kind Contributions Received**

VALUE OVER \$250

		VALUE OVER \$200	
Filer Identification Number:			
Full Name of Contributor			Date [MM/DD/YYYY] \$
House # Street Address			Date [MM/DD/YYYY] \$
City	State	Zip Code	Date [MM/DD/YYYY] \$
Employer Name			Occupation
Employer Mailing Address / Principal Place of Business			Description of Contribution
Full Name of Contributor			Date [MM/DD/YYYY] \$
House # Street Address			Date [MM/DD/YYYY] \$
City	State	Zip Code	Date [MM/DD/YYYY] \$
Employer Name			Occupation
Employer Mailing Address / Principal Place of Business			Description of Contribution
Full Name of Contributor			Date [MM/DD/YYYY] \$
House # Street Address			Date [MM/DD/YYYY] \$
City	State	Zip Code	Date [MM/DD/YYYY] \$
Employer Name			Occupation
Employer Mailing Address / Principal Place of Business			Description of Contribution
Full Name of Contributor			Date [MM/DD/YYYY] \$
House # Street Address			Date [MM/DD/YYYY] \$
City	State	Zip Code	Date [MM/DD/YYYY] \$
Employer Name			Occupation
Employer Mailing Address / Principal Place of Business			Description of Contribution

# Statement of Expenditures

Filer Identification Number:		

To Whom Paid				Date [MM/DD/YYYY]	\$
House #	Street Address			Description of Expendi	ture
City		State	Zip Code		
To Whom Paid				Date [MM/DD/YYYY]	\$
House #	Street Address			Description of Expendit	ure
City		State	Zip Code		
To Whom Paid				Date [MM/DD/YYYY]	\$
House #	Street Address			Description of Expendit	ure
City		State	Zip Code		
To Whom Paid				Date [MM/DD/YYYY]	\$
House #	Street Address			Description of Expendit	ure
City		State	Zip Code		
To Whom Paid				Date [MM/DD/YYYY]	\$
House #	Street Address			Description of Expendit	ure
City		State	Zip Code		
To Whom Paid				Date [MM/DD/YYYY]	\$
House #	Street Address			Description of Expendit	ure
City		State	Zip Code		
To Whom Paid				Date [MM/DD/YYYY]	\$
House #	Street Address			Description of Expendit	ure
City		State	Zip Code		
To Whom Paid				Date [MM/DD/YYYY]	\$
House #	Street Address			Description of Expendit	ure
City	<u>'</u>	State	Zip Code		

### **SCHEDULE IV**

Statement of Unpaid Debts
Use this Section to itemize all unpaid debts and obligations which are outstanding at the end of the reporting period.

Filer Identification Number:				
Nome of Orallit				Outoton die Polose CD 11
Name of Creditor				Outstanding Balance of Debt
House # Stre	eet Address		DATE DEBT INCURRED [MM/DD/YYYY]	\$
City		State	Zip Code	
Description of Debt				
Name of Creditor				Outstanding Balance of Debt
House #	eet Address		DATE DEBT INCURRED [MM/DD/YYYY]	\$
City		State	Zip Code	
Description of Debt				
Name of Creditor				Outstanding Balance of Debt
House # Stre	eet Address		DATE DEBT INCURRED [MM/DD/YYYY]	\$
City		State	Zip	-
Description of Debt			Code	
Name of Creditor				Outstanding Balance of Debt
			DATE DEDT WALLDOOM	
House # Stre	eet Address		DATE DEBT INCURRED [MM/DD/YYYY]	\$
City		State	Zip Code	
Description of Debt				
Name of Creditor				Outstanding Balance of Debt
House # Stre	eet Address		DATE DEBT INCURRED [MM/DD/YYYY]	\$
City		State	Zip Code	
Description of Debt			3000	
Name of Creditor				Outstanding Balance of Debt
House # Stre	eet Address		DATE DEBT INCURRED [MM/DD/YYYY]	\$
City		State	Zip Code	
Description of Debt			oodo	

#### Pennsylvania Campaign Finance Report

This Report must be typed or printed legibly in blue or black ink.

#### **INSTRUCTIONS**

This form is intended for the use of candidates, political committees and contributing lobbyists who are required to disclosed contributions and expenditures.

**Candidates** must file a separate report when they make expenditures or receive contributions on their own behalf and separate from their campaign committee. Candidate's report discloses contributions received and expenditures made individually by the candidate.

**Contributing lobbyist** report disclosed only expenditures the lobbyist personally made to influence the outcome of a candidate's election.

**Candidates and their authorized political committees** file reports in the office where their nomination documents are filed. If the candidate's reports are filed with the Secretary of the Commonwealth, a copy of the reports filed by the candidate and he authorized committee must be filed with the County Board of Elections in the county in which the candidate resides.

#### REPORT COVER PAGE

**Filer identification Number**- This number is assigned by the Bureau of Commissions, Elections and Legislation to candidates and committees who register and file with the Secretary of the Commonwealth.

- A candidate's filer identification number is assigned by the Bureau when the candidate files nomination petitions.
- A political Committee or lobbyist filer identification number is assigned when the committee or lobbyist files a registration statement with the Bureau.

**Report Filed By**- Please indicate which type of filer you are by checking the appropriate box on the cover page.

Name of Filing Committee, Candidate or Lobbyist, Street Address, City, State, Zip Code- Please enter appropriate name and address

**Type of report**- Please place an "X" in the applicable report type.

**Amendment Report**- Check "Yes" only if this report is being filed to correct, add to, or in some way change a report that has already been filed.

**Termination Report**- Check "Yes" only if the filer has no cash balance, no unpaid debts or obligations, and wishes to cease operation.

• Contributing Lobbyist may file a termination report if they do not anticipate making further contributions to influence the outcome of a candidate's election.

**Date of Election**- If this is a pre-or post-primary election report. Indicate the date of the primary or election.

- For special elections, please notate the date of the special election. We encourage you
  to indicate on the cover page the special election district should there be more than
  one election occurring on the same date.
- If you are a candidate that is running for more than one office, a report for each office you are running for is required to be filed.

Summary of Receipts and Expenditures- Enter the appropriate date of the reporting period covered.

**Amount Bought Forward from Late Report** (Item A)- The balance, if any as of the first day of the reporting period. For committees, it is the amount reports as the ending cash balance on the previous filed report, if any.

**Items B through G**- Detailed instructions on each corresponding schedule page.

**Affidavit Section**- Must be sworn to by the filer acknowledging the accuracy of the report (Part I) On reports filed by the candidates authorized committee, the candidate must also sign affidavit in Part II.

**Page Number**- Calculate the total number of pages in the complete reports and indicate on the top of cover page. Subsequent pages should be numbered consecutively.

**Reports Filed on CD/Diskette**: The cover page must accompany all filings, CD & disc filings. CD & Diskette filings must also meet the specifications of the Department. These specifications are available at

https://www.dos.pa.gov/VotingElections/CandidatesCommittees/CampaignFinance/Pages/default.aspx You may also contact our Bureau at 717-787-5280 (option 4).

#### SCHEDULE I

#### **CONTRIBUTIONS AND RECEIPTS**

**Detailed Summary Page**- provides a summary of all monetary contributions and receipts during the reporting period.

**Item 1:** Unitemized Contributions and Receipts represents the total amount of contributions and receipts of \$50.00 or less in the aggregate per contributor received during the reporting period.

**Items 2,3 and 4**- Enter the total of each sections from the corresponding schedules in the report (Part A, Part B, Part C, Part D, Part E.)

Enter the total from Schedule I on the Report Cover Page, Item B.

Definition of Contribution: Any payment, gift, subscription, assessment contact, payment for services, due, loans, forbearance advance or deposit of money or any valuable thing, to a candidate or political committee made for the purpose of influencing any election in the Commonwealth or for paying debts incurred by or for a candidate or committee before or after any election. "Contribution" shall also include the purchase of tickets for events such as dinners, luncheons, rallies and other fund-raising events; the granting of discounts or rebates by television and radio stations and newspapers not extended on equal basis to all candidates for the same office; and any payments provided for the

benefit of any candidate, including any payments for the services of any person serving as an agent of a candidate or committee by a person other than the candidate or committee or a person whose expenditures the candidate or committee must report under the act. The word "contribution" includes any receipt or use of anything of value received by a political committee from another political committee and also includes any return on investments by a political committee.

#### **Instructions for Reporting Contributions**

The aggregate total of contributions from an individual contributor within a reporting period determines which part of the report form should be used to disclose a contribution or receipt. The form is designed to list the dates and amounts of as many as three separate contribution from the same source one line item.

Contributions and receipts of \$50.00 or less per contributor, during the reporting period, need not be itemized on the report. The total amount of all unitemized contributions should appear **on Schedule I, Contributions and Receipts Detailed Summary Page, Line 1.** A record must be kept of the receipt dates of contributions and the names and addresses of each person from whom a contribution of over \$10 has been received.

Contributions and receipts over \$50 to \$250- report the name of the contributor, mailing address, amount and date received on **Schedule 1**, **Part A. Contributions Received from Political Committee" or Part B "All other Contributions".** 

Contributions and receipts over \$250- report the name of the contributor, mailing address, occupation, employer's name and address, amount and date received on Schedule I, Part C "Contributions Received from Political Committees," or Part D, "All Other Contributions".

**Receipts**- Use **Part E, "Other Receipts"** to report all other monetary receipts or income; e.g. refunds received, interest income, returned checks and prior expenditures that were returned to the filer during the reporting period.

Address- In all parts a complete address must be provided.

Date- all dates blocks in the report must be completed with eight digits. Example: 03 24 2000.

**Total**- of each Part should be transferred to the appropriate section on the Schedule I "Contributions and Receipts Detailed Summary Page" (Page 2 of the report form).

**Occupation and Employer**- Part D, which List individuals who have contributed over \$250, also requires the occupation and name and address of the employer of the contributor. Report the principal place of business of any contributor who is self-employed.

#### **SCHEDULE II**

#### Part G

#### IN-KIND CONTRIBUTIONS RECEIVED

DETAILED SUMMARY PAGE- provides a summary of all in-kind contributions and valuable things received during the reporting period.

Item 1; Unitemized In- Kind Contributions Received represents the total value of in- kind contributions of \$50.00 or less, in the aggregate per contributor, received during the reporting period.

Items 2 and 3: Enter the total of each section from the corresponding schedules in the report (Part F and Part G).

Enter the page total on Page 1, Report Cover Page, Item F.

**Part F and Part G**- Use these Parts to itemize in-kind contributions from individuals or political committees according to the dollar value of the contribution. The form is designed to list the dates and amounts of as many as three separate in-kind contributions from the same source in one line item. The amount is equal to the current market value of the item or service contributed.

Totals of Part F and G should be transferred to the appropriate section on the Schedule
 II Detailed Summary Page.

#### **SCHEDULE III**

#### **EXPENDITURES**

**EXPENDITURES**- The payment, distribution, loan or advancement of money or any valuable thing by a candidate, political committee or other person for the purpose of influencing the outcome of an election; the payment, distribution, loan, advance or transfer of money or other valuable thing between or among political committee; the providing of a service or other valuable thing for the purpose of influencing the outcome of a nomination or election of any person to any public office to be voted for in this Commonwealth, or the payment providing of money or other valuable things by an person other then the candidate or political committee, to compensate any person for services rendered to a candidate or political committee.

#### **Reporting Expenditures**

It is state law that the filer of Statement of Expenditures is required to report the purpose for which funds were expended, the name and address of the entity to whom the expenditure was made, and the amount and date of each expenditure.

Vouchers for all expenditures over \$250.00 must be retained by the candidate or committee treasurer and shall be available for public inspection or copying. Filers are not required to submit vouchers with reports; however, vouches must be retained for a period of three years.

Transactions between a candidate and their committee should be recorded on both the candidate's and committee's reports. For example, if a candidate contributes to or loans the committee money the amount should appear on the candidate report as an expenditure and on the committees report as a receipt. A loan must be reported by the recipient on the statement of Unpaid Debts (Schedule IV)

#### **SCHEDULE IV**

#### STATEMENT OF UNPAID DEBTS

All unpaid debts and obligation which are outstanding at the end of the reporting period must be reported. If a debt is incurred in one reporting period and not repaid every report filed must continue to show the outstanding debt, even thought there was not activity during the current reporting period.

A debt owed to an individual may be forgiven. A copy of the letter of forgiveness from the individual to committee must accompany the report filed by the committee in the reporting period in which the debt was forgiven. A debt that is forgiven is considered a contribution to the committee. Such contributions from corporations or unincorporated associations are prohibited by the Election Code.

#### REPORT FILING DEADLINES

Sixth Tuesday Pre-Election - Reporting period closes 50 days prior to election day. Filed only by candidates for Statewide office and political committees/lobbyists supporting such candidates.

Second Friday Pre-Election - Reporting period closes 15 days prior to election day. Filed by all candidates for nomination or election and political committees/lobbyists supporting such candidates.

Thirty Day Post-Election - Reporting period closes 20 days after election day. File 30 days after election day. Filed by all candidates for nomination or election and political committees/lobbyists supporting such candidates.

Annual Report - Reporting period closes December 31. File by January 31 of the year following the reporting period. Filed by all candidates for nomination or election, political committees and contributing lobbyists.

Political committees required to file pre-election reports must also file post-election reports.

48 Northampton 49 Northumberland

50 Perry 51 Philadelphia 52 Pike 53 Potter 54 Schuylkill 55 Snyder 56 Somerset 57 Sullivan 58 Susquehanna 59 Tioga 60 Union 61 Venango 62 Warren 63 Washington 64 Wayne 65 Westmoreland 66 Wyoming 67 York

Postmarks - are acceptable as proof of timely filing where report is sent by first class mail and postmarked by the U.S. Postal Service no later than the day prior to the filing deadline.

Late filing fee - A late filing fee of \$10.00 for each day or part of the day (excluding Saturdays, Sundays and holidays) that the report is overdue, plus an additional fee of \$10.00 for the first six days that a report is overdue will be assessed.

#### County Code Table:

01	Adams	24	Elk
02	Allegheny	25	Erie
	Armstrong	26	Fayette
04	Beaver	27	Franklin
05	Bedford	28	Forest
06	Berks	29	Fulton
07	Blair	30	Greene
80	Bradford	31	Huntingdon
09	Bucks	32	Indiana
10	Butler	33	Jefferson
11	Cambria	34	Juniata
12	Cameron	35	Lackawanna
13	Carbon	36	Lancaster
14	Centre	37	Lawrence
15	Chester	38	Lebanon
16	Clarion	39	Lehigh
17	Clearfield	40	Luzerne
18	Clinton	41	Lycoming
19	Columbia	42	McKean
20	Crawford	43	Mercer
21	Cumberland	44	Mifflin
22	Dauphin	45	Monroe
23	Delaware	46	Montgomery

# Party Code Table: 47 Montour REP Republican

REP	Republican Party
DEM	Democratic Party
CST	Constitutional Party
LIB	Libertarian Party
REF	Reform Party
OTH	Other
Office	Code Table:
GOV	Governor
LTG	Lieutenant Governor

GOV	Governor
LTG	Lieutenant Governor
ATT	Attorney General
AUD	Auditor General
TRE	State Treasurer
SPM	Justice of the Supreme Court
SPR	Judge of the Superior Court
CCJ	Judge of the Commonwealth Court
STS	Senator in the General Assembly
STH	Representative in the General
	Assembly
CPJ	Judge of the Court of Common Pleas
MCJ	Judge of the Municipal Court
TCJ	Judge of the Traffic Court
OTH	Other (Candidates for local offices

OTH Other (Candidates for local offices who file only with the County Board of Elections)