

Regulatory Analysis Form

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REGULATORY
REVIEW COMMISSION

(1) Agency
Department of State
Bureau of Commissions, Elections & Legislation

McGinley

(2) I.D. Number (Governor's Office Use)

16-22

IRRC Number: 2100

(3) Short Title

Campaign Finance Forms

(4) PA Code Cite

4 Pa. Code §177.9.

(5) Agency Contacts & Telephone Numbers

Primary Contact: Dick Filling, Commissioner
Bureau of Commissions, Elections &
Legislation

717-787-5280

Secondary Contact: Louis Boyle, Deputy Chief Counsel
717-783-1567

(6) Type of Rulemaking (check one)

☒ Proposed Rulemaking

☐ Final Order Adopting Regulation

☐ Final Order, Proposed Rulemaking Omitted

(7) Is a 120-Day Emergency Certification Attached?

☒ No

☐ Yes: By the Attorney General

☐ Yes: By the Governor

(8) Briefly explain the regulation in clear and nontechnical language.

The proposed regulation updates references to the official Campaign Finance Reporting Forms. Although the forms are being deleted from the regulation, the content of the reports and other related provisions continue to be delineated in Sections 177.1 through 177.8. Additionally, a provision is being added to notify filers that reports can be filed on diskette.

(9) State the statutory authority for the regulation and any relevant state or federal court decisions.

The regulatory amendments are adopted under Section 2621 of the Pennsylvania Election Code, Act of June 3, 1937, P.L. 1333, art. II, §201, 25 P.S. § 2621(a).

Regulatory Analysis Form
<p>(10) Is the regulation mandated by any federal or state law or court order, or federal regulation? If yes, cite the specific law, case or regulation, and any deadlines for action.</p> <p>The regulation is not mandated but the Secretary has the authority to develop forms and promulgate regulations pursuant to Section 2621(a) of the Pennsylvania Election Code, Act of June 3, 1937, P.L. 1333, art. II, §201, 25 P.S. § 2621(a).</p>
<p>(11) Explain the compelling public interest that justifies the regulation. What is the problem it addresses?</p> <p>The existing reporting forms have been in place for many years. The Department has modernized the reporting forms that will ease the documentation for the filer. Additionally, the regulation allows the filer to utilize new technologies by filing on diskette in lieu of paper reports.</p>
<p>(12) State the public health, safety, environmental or general welfare risks associated with nonregulation.</p> <p>None.</p>
<p>(13) Describe who will benefit from the regulation. (Quantify the benefits as completely as possible and approximate the number of people who will benefit.)</p> <p>Those filers filing paper reports rather than diskette will benefit because of the improved format of the reporting forms. The general public, news media and others interested in accessing campaign finance data will also benefit by being able to better access campaign finance information.</p>

Regulatory Analysis Form

(14) Describe who will be adversely affected by the regulation. (Quantify the adverse effects as completely as possible and approximate the number of people who will be adversely affected.)

The Election Bureau has not identified any group of individuals or entities who will be adversely affected by the regulation.

(15) List the persons, groups or entities that will be required to comply with the regulation. (Approximate the number of people who will be required to comply.)

Individuals filing political committee registration statements, candidate authorization of a political committee and appointment of a treasurer form, campaign finance reports and campaign finance statements are required to comply with the reporting requirements. Currently, the bureau receives approximately 12,000 reports per year.

(16) Describe the communications with and input from the public in the development and drafting of the regulation. List the persons and/or groups who were involved, if applicable.

In 1998 and 1999, the Department solicited input on the proposed changes to the reporting forms from candidates and political committees.

(17) Provide a specific estimate of the costs and/or savings to the regulated community associated with compliance, including any legal, accounting or consulting procedures which may be required.

The Election Bureau estimates that there will not be any additional legal, accounting or consulting procedures implicated in complying with the regulatory amendments.

Regulatory Analysis Form

(18) Provide a specific estimate of the costs and/or savings to local governments associated with compliance, including any legal, accounting or consulting procedures which may be required.

Local governments will not be adversely affected by the regulation. Similar to the existing process, the Bureau provides the county election offices copies of the reporting forms for use by candidates who file at the local level.

(19) Provide a specific estimate of the costs and/or savings to state government associated with the implementation of the regulation, including any legal, accounting, or consulting procedures which may be required.

The Election Bureau will not incur an increase in administrative costs by implementing the regulation. Changes to and duplication of forms are completed within the Department.

Regulatory Analysis Form

(20) In the table below, provide an estimate of the fiscal savings and costs associated with implementation and compliance for the regulated community, local government, and state government for the current year and five subsequent years. N/A

	Current FY Year	FY +1 Year	FY +2 Year	FY +3 Year	FY +4 Year	FY +5 Year
SAVINGS:	\$	\$	\$	\$	\$	\$
Regulated						
Local Government						
State Government						
Total Savings						
COSTS:						
Regulated						
Local Government						
State Government						
Total Costs						
REVENUE LOSSES:						
Regulated						
Local Government						
State Government						
Total Revenue Losses						

(20a) Explain how the cost estimates listed above were derived.

N/A

Regulatory Analysis Form

(20b) Provide the past three year expenditure history for programs affected by the regulation.
N/A

Program	FY -3	FY -2	FY -1	Current FY

(21) Using the cost-benefit information provided above, explain how the benefits of the regulation outweigh the adverse effects and costs.

N/A

(22) Describe the nonregulatory alternatives considered and the costs associated with those alternatives. Provide the reasons for their dismissal.

No nonregulatory alternatives were considered because the forms are referenced in the existing regulation. The Department believes it is necessary to reference the forms in regulation so those impacted are aware of the specific forms that need to be filed.

(23) Describe alternative regulatory schemes considered and the costs associated with those schemes. Provide the reasons for their dismissal.

No alternative regulatory schemes were considered.

Regulatory Analysis Form

(24) Are there any provisions that are more stringent than federal standards? If yes, identify the specific provisions and the compelling Pennsylvania interest that demands stronger regulation.

No. The reporting requirements are mandated by the Pennsylvania Election Code.

(25) How does this regulation compare with those of other states? Will the regulation put Pennsylvania at a competitive disadvantage with other states?

The campaign finance reporting forms reflect the reporting requirements of the Election Code and therefore, would differ from other states' laws and reporting requirements. The regulation would not put Pennsylvania at a competitive disadvantage because those impacted by the reporting requirements have chosen to run for office within Pennsylvania.

(26) Will the regulation affect existing or proposed regulations of the promulgating agency or other state agencies? If yes, explain and provide specific citations.

This regulation will have no effect on other regulations of the Election Bureau or other state agencies.

(27) Will any public hearings or informational meetings be scheduled? Please provide the dates, times, and locations, if available.

The Election Bureau has not scheduled any public hearings or informational meetings.

Regulatory Analysis Form

(28) Will the regulation change existing reporting, record keeping, or other paperwork requirements? Describe the changes and attach copies of forms or reports which will be required as a result of implementation, if available.

Yes, the new forms will have to be used instead of the existing forms once the regulation is published as a final rulemaking in the *Pennsylvania Bulletin*. The proposed forms are attached.

(29) Please list any special provisions which have been developed to meet the particular needs of affected groups or persons including, but not limited to, minorities, elderly, small businesses, and farmers.

The Election Bureau has perceived no special needs of any subset of filers for whom special accommodations should be made.

(30) What is the anticipated effective date of the regulation; the date by which compliance with the regulation will be required; and the date by which any required permits, licenses or other approvals must be obtained?

The regulation will be effective upon publication as final rulemaking in the *Pennsylvania Bulletin*.

(31) Provide the schedule for continual review of the regulation.

The Election Bureau does not have a set schedule for continued review of its forms. If any changes to the statute or regulations occur impacting the reporting requirements, the forms would be revised accordingly.

CDL-1

FACE SHEET
FOR FILING DOCUMENTS
WITH THE LEGISLATIVE REFERENCE BUREAU

(Pursuant to Commonwealth Documents Law)

RECEIVED

2000 FEB 22 PM 3:20

INDEPENDENT REGULATORY
REVIEW COMMISSION

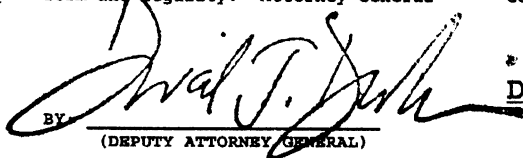
#2100

DO NOT WRITE IN THIS SPACE

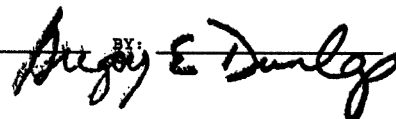
Copy below is hereby approved as to
form and legality. Attorney General

Copy below is hereby certified to be a true and correct
copy of a document issued, prescribed or promulgated by:

Copy below is approved as
to form and legality.
Executive or Independent
Agencies.

BY: 
(DEPUTY ATTORNEY GENERAL)

Department of State
(AGENCY)

BY: 

FEB 08 2000

DATE OF APPROVAL

DOCUMENT/FISCAL NOTE NO. 16-22

DATE OF ADOPTION:

BY:


Kim Pizzingelli

2/3/00

DATE OF APPROVAL

(Deputy General Counsel
(~~Chief~~ Counsel,
~~Independent Agency~~
(Strike inapplicable
title)

TITLE: Secretary of the Commonwealth
(EXECUTIVE OFFICER, CHAIRMAN OR SECRETARY)

[] Check if applicable
Copy not approved.
Objections attached.

[] Check if
applicable. No Attorney
General approval or
objection within 30 day
after submission.

NOTICE OF PROPOSED RULEMAKING
COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF STATE
BUREAU OF COMMISSIONS, ELECTIONS AND LEGISLATION
4 Pa. Code, Section 177.9
Campaign Finance Forms

PREAMBLE

The Department of State, Bureau of Commissions, Elections and Legislation proposes to amend 4 Pa. Code Section 177.9 (relating to official forms), to read as set forth in the Annex A.

This proposal revises the references to four of the six existing forms in the current regulation and adds references to two additional forms, which have been in use since 1980 but never incorporated by reference in regulation. The Department has modernized all the campaign finance forms that will ease documentation for the filers. Additionally, the regulation incorporates a provision announcing that reports may be filed on diskette.

Although the existing forms are included in the current regulations, the Department proposes to delete the forms from the regulations in order to comply with Rule 2.10(a) of the *Pennsylvania Code & Bulletin Style Manual*, which recommends that the forms be referenced in regulations rather than adopted in regulations. The information required to be reported continues to exist in Chapter 177.

While the new forms will be sent to all candidates and political committees for reporting during the 2000 elections, the Department will allow candidates and political committees to continue to file the current forms during the 2000 election year.

I. Statutory Authority

The Secretary has the authority to promulgate regulations on reporting forms under Section 201 of the Act of June 3, 1937, P. L. 1333, as amended, 25 P.S. §2621(a).

II. Description of Proposed Revisions

A. Chapter 177: Reports by Candidates, Political Committees and Other Persons

1. §177.9 (Official Forms)

The following four forms which were promulgated in 1980, at 10 Pennsylvania Bulletin 962, effective March 8, 1980, are revised:

- (1) Form DSEB-500 (Political Committee Registration Statement);
- (2) Form DSEB-501 (Candidate Authorization of a Political Committee and Appointment of a Treasurer);
- (3) Form DSEB-502 (Campaign Finance Report); and
- (4) Form DSEB-503 (Campaign Finance Statement).

The titles of Forms DSEB-502 and DSEB-503 were changed from Campaign Expense to Campaign Finance because the Report includes not only campaign expenses but also receipts, contributions, in-kind contributions and unpaid debts. The Statement includes both receipts and disbursements.

The Secretary also proposes to revise the reference to two additional forms that have been in use since the regulations were last promulgated in 1980:

- (1) Form DSEB-504 (Contributions By Non-bid Contract Recipients); and
- (2) Form DSEB-505 (Independent Expenditure Report).

Finally, a reference is added to Section 177.9 to indicate that reports will be accepted on diskette as long as it meets the technical specifications of the Department.

B. Chapter 177: Forms of Reports by Candidates, Political Committees and Other Persons

Copies of all of these forms and the technical specifications for diskette filing are available from the Bureau of Commissions, Elections and Legislation, Department of State,

302 North Office Building, Harrisburg, Pennsylvania 17120. The Secretary proposes to delete from the regulations copies of the forms. Executive Order 1996-1 directs that agencies eliminate unnecessary regulatory provisions. The forms themselves are nonregulatory documents and do not impose any additional duties or liabilities on the general public or on the political committees that file reports. Furthermore, the Legislative Reference Bureau recommends that forms not be adopted in the Code and Bulletin but be referred to in regulations. See § 2.10 of the Pennsylvania Code & Bulletin Style Manual.

III. Fiscal Impact

This proposal would have no measurable fiscal impact on the Commonwealth, its political subdivisions, or the private sector because the Commonwealth charges no fees for filing these reports. The Commonwealth will continue to charge a nominal fee for photocopies of the reports. However, reports will be made available on the Department's web page. Therefore, individuals with access to the Internet would no longer need to pay to obtain copies of the campaign finance reports.

IV. Paperwork Requirements

Although this proposal requires the Department to revise its campaign finance reporting forms, these amendments would not create new paperwork for other agencies of the Commonwealth. As in the past, County Boards of Elections will be required to reproduce and distribute the forms prescribed by the Secretary of the Commonwealth to local candidates and political committees.

V. Regulatory Review

On February 22, 2000, as required by Section 5(a) of the Regulatory Review Act (71 P.S. §745.5(a)), the Department submitted copies of this notice of proposed rulemaking to the Independent Regulatory Review Commission ("IRRC"), the Senate Standing Committee on State Government, and the House Standing Committee on State Government. The Department also provided the IRRC and the Committees with copies of a regulatory analysis form prepared by the Department in compliance with Executive Order 1996-1 (relating

to regulatory review and promulgation). Copies of the regulatory analysis form are available to the public upon request.

If the IRRRC has objections to any of the amendments, it will notify the Department within 10 days after the close of the committees' review period, specifying the regulatory review criteria that have not been met. The Regulatory Review Act sets forth procedures for review, prior to final adoption of the amendments, by the IRRRC, the General Assembly and the Governor of objections raised.

IV. Public Comment

The Department invites interested persons to submit written comments, suggestions or objections regarding this proposal to Mary S. Heinlen, Director of Campaign Finance, Bureau of Commissions, Elections and Legislation, Department of State, 302 North Office Building, Harrisburg, Pennsylvania 17120, within 30 days following publication of this notice of proposed rulemaking in the Pennsylvania Bulletin.

ANNEX A

TITLE 4. COMMERCE AND TRADE

PART VIII. BUREAU OF LEGISLATION,
COMMISSIONS AND ELECTIONS

Chap.	Sec.
177. REPORTS BY CANDIDATES, POLITICAL COMMITTEES AND OTHER PERSONS.....	177.9

CHAPTER 177. REPORTS BY CANDIDATES, POLITICAL COMMITTEES AND
OTHER PERSONS

* * * *

§177.9 Official Forms.

The following official forms have been promulgated under the provisions set forth in this chapter.

- (1) Form DSEB-500 (Political Committee Registration Statement).
- (2) Form DSEB-501 (Candidate Authorization of a Political Committee and Appointment of a Treasurer).
- (3) Form DSEB-502 (Campaign Finance [Expense] Report).
- (4) Form DSEB-503 (Campaign Finance [Expense] Statement).
- (5) Form DSEB-504 (Contributions By Non-bid Contract Recipients).
- (6) Form DSEB-505 (Independent Expenditure Report).

The Department also accepts campaign finance reports on diskette in lieu of a paper report as long as it meets the technical specifications of the Department and is accompanied by a cover page and signed affidavit.

A copy of the technical specifications and approved list of vendors can be obtained by accessing the Department's website at www.dos.state.pa.us or contacting the Bureau at (717) 787-5280.

Editor's Note: The Department is proposing to delete the forms which appear following this regulation on pages 177-9 through 177-22, Pa. Code Serial Pages (201059) - (201072).

COMMONWEALTH OF PENNSYLVANIA

POLITICAL COMMITTEE REGISTRATION STATEMENTTHIS REGISTRATION STATEMENT IS BEING FILED ON BEHALF OF ☐ COMMITTEE ☐ CONTRIBUTING LOBBYIST DATE _____

NAME OF COMMITTEE OR LOBBYIST			CHECK BELOW: <input type="checkbox"/> INITIAL REGISTRATION <input type="checkbox"/> AMENDED REGISTRATION IF THIS IS AN AMENDMENT: FILER ID NUMBER _____ CHECK ALL THAT APPLY: <input type="checkbox"/> NEW COMMITTEE ADDRESS <input type="checkbox"/> NEW CHAIRPERSON <input type="checkbox"/> NEW TREASURER <input type="checkbox"/> OTHER _____ (SPECIFY)
ADDRESS			
CITY	STATE	ZIP-PLUS FOUR	
COUNTY			
DAYTIME TELEPHONE NUMBER: AREA _____ / _____			
E-MAIL ADDRESS: _____			
IS THIS A <u>CANDIDATE'S</u> AUTHORIZED POLITICAL COMMITTEE? <input type="checkbox"/> YES <input type="checkbox"/> NO			

SUPPORTED CANDIDATES

List below the names of candidates the committee/lobbyist intends to support, or candidates who have authorized the committee to receive funds on their behalf. A committee that is not a candidate's authorized political committee may list the *offices* of candidates it intends to support (e.g., Statewide, Legislative, Judicial, Local, All) and need not list names of specific candidates.

NAME OF CANDIDATE(S)	ADDRESS	OFFICE SOUGHT	POLITICAL PARTY/BODY

IF THE COMMITTEE INTENDS TO SUPPORT OR OPPOSE A BALLOT QUESTION, PLEASE COMPLETE THIS SECTION.

THIS COMMITTEE

☐

SUPPORTS

☐

OPPOSES

THE FOLLOWING BALLOT QUESTION:

HOW LONG DOES THE COMMITTEE (OR LOBBYIST) INTEND TO OPERATE:

☐

ELECTION YEAR _____ ONLY

☐

INDEFINITELY

PLEASE COMPLETE REVERSE SIDE

FOR OFFICE USE ONLY

AFFILIATED AND CONNECTED ORGANIZATIONS

Affiliated means (1) authorized committees of the same candidate, and (2) committees, including separate segregated funds, established, administered, maintained or controlled by the same corporation, unincorporated association, person or group of persons, including a parent, subsidiary, branch, division, dept. or local unit.

Connected means an organization which is not a political committee but which directly or indirectly establishes, maintains, controls or administers the registrant, such as a corporation, an unincorporated association, a membership organization, a cooperative or a trade association.

NAME OF AFFILIATED/CONNECTED ORGANIZATIONS	MAILING ADDRESS AND ZIP CODE	RELATIONSHIP TO REGISTRANT

APPOINTMENT AND ACCEPTANCE OF CHAIRPERSON

FULL NAME OF CHAIRPERSON	MAILING ADDRESS AND ZIP CODE
DAYTIME TELEPHONE NUMBER	
AREA _____ NUMBER _____	

I accept the appointment of chairperson of this committee until the final campaign finance report is filed, or until my successor is duly chosen and the appropriate supervisor is notified. I understand the campaign expense reporting law requirements. I also understand that if I wish to resign, I must do so in writing to the committee.

SIGNATURE OF CHAIRPERSON

DATE

APPOINTMENT AND ACCEPTANCE OF TREASURER

FULL NAME OF TREASURER	MAILING ADDRESS AND ZIP CODE
DAYTIME TELEPHONE NUMBER	
AREA _____ NUMBER _____	

I accept the appointment of treasurer of this committee until the final campaign finance report is filed, or until my successor is duly chosen and the appropriate supervisor is notified. I understand the campaign expense reporting law requirements. I also understand that if I wish to resign, I must do so in writing to the committee.

SIGNATURE OF TREASURER

DATE

LIST BELOW NAMES OF BANKS, SAFETY DEPOSIT BOXES OR OTHER FINANCIAL REPOSITORIES		
NAME OF BANKS, REPOSITORIES, ETC.		MAILING ADDRESS
PRINTED NAME OF PERSON SUBMITTING THIS STATEMENT	SIGNATURE OF PERSON SUBMITTING STATEMENT	DATE

POLITICAL COMMITTEE REGISTRATION STATEMENT

DSEB-500

OLD FORM

FOR OFFICE

THIS STATEMENT IS BEING FILED BY <input type="checkbox"/> COMMITTEE <input type="checkbox"/> LOBBYIST				DATE
NAME OF COMMITTEE OR LOBBYIST				<input type="checkbox"/> ORIGINAL STATEMENT <input type="checkbox"/> AMENDED STATEMENT
ADDRESS (NUMBER & STREET)				
CITY	COUNTY	STATE	ZIP CODE	TELEPHONE AREA /

THIS COMMITTEE SHALL SUPPORT THE FOLLOWING CANDIDATE(S) FOR THE _____ ELECTION			
CANDIDATE	ADDRESS	(YEAR) OFFICE SOUGHT	PARTY

THIS COMMITTEE <input type="checkbox"/> SUPPORTS <input type="checkbox"/> OPPOSES THE BALLOT QUESTION OF:

<input type="checkbox"/> THIS COMMITTEE SHALL OPERATE FOR THE ELECTION YEAR OF _____ THEN TERMINATE.
<input type="checkbox"/> THIS COMMITTEE PLANS TO STAY IN EXISTENCE BEYOND THE CURRENT ELECTION YEAR. EXPLAIN HOW LONG.

NAMES OF ORGANIZATIONS AFFILIATED WITH COMMITTEE		
NAME OF AFFILIATED AND/OR CONNECTED ORGANIZATIONS	MAILING ADDRESS AND ZIP CODE	RELATIONSHIP

APPOINTMENT AND ACCEPTANCE OF CHAIRMAN		
FULL NAME	MAILING ADDRESS AND ZIP CODE	
AREA / TELEPHONE		
<p>I ACCEPT THE APPOINTMENT OF CHAIRPERSON OF THIS COMMITTEE UNTIL THE FINAL CAMPAIGN FINANCIAL REPORT FILED, OR UNTIL MY SUCCESSOR IS DULY CHOSEN AND THE APPROPRIATE SUPERVISOR NOTIFIED. I UNDERSTAND THE CAMPAIGN REPORT REQUIREMENTS. I ALSO UNDERSTAND THAT IF I WISH TO RESIGN I MUST DO SO IN WRITING.</p>		
SIGNATURE OF CHAIRMAN		DATE

APPOINTMENT AND ACCEPTANCE OF TREASURER		
FULL NAME	MAILING ADDRESS AND ZIP CODE	
AREA / TELEPHONE		
<p>I ACCEPT THE APPOINTMENT OF TREASURER OF THIS COMMITTEE UNTIL THE FINAL CAMPAIGN FINANCIAL REPORT IS FILED, OR UNTIL MY SUCCESSOR IS DULY CHOSEN AND THE APPROPRIATE SUPERVISOR NOTIFIED. I UNDERSTAND THE CAMPAIGN FINANCIAL REPORT REQUIREMENTS. I ALSO UNDERSTAND THAT IF I WISH TO RESIGN I MUST DO SO IN WRITING.</p>		
SIGNATURE OF TREASURER		DATE

LIST BANKS, SAFETY DEPOSIT BOXES OR OTHER REPOSITORIES	
NAME OF BANK, REPOSITORY, ETC.	MAILING ADDRESS AND ZIP CODE

SIGNATURE OF PERSON SUBMITTING STATEMENT	TITLE OF POSITION	DATE
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SUBMIT ADDITIONAL INFORMATION (FOR ANY SECTIONS ON THIS REPORT) ON 8½ x 11 CONTINUATION SHEETS. PROPERLY IDENTIFY COMMITTEE OR LOBBYIST ON EACH CONTINUATION SHEET

COMMONWEALTH OF PENNSYLVANIA
**AUTHORIZATION FOR A POLITICAL COMMITTEE
 TO RECEIVE FUNDS ON BEHALF OF A CANDIDATE**

The Pennsylvania Election Code provides that no treasurer of a political committee shall receive any money on behalf of a candidate until such political committee has been authorized in writing by the candidate on a form designed by the Secretary of the Commonwealth. The written authorization shall be filed with the appropriate supervisor prior to receiving funds on behalf of the candidate.

NAME OF POLITICAL COMMITTEE		DAYTIME TELEPHONE NUMBER AREA / NUMBER
ADDRESS OF COMMITTEE		
CITY	STATE	ZIP PLUS FOUR

NAME OF CANDIDATE AUTHORIZING POLITICAL COMMITTEE		
OFFICE SOUGHT BY CANDIDATE	DISTRICT NUMBER	NAME OF POLITICAL PARTY/BODY
ADDRESS OF CANDIDATE		
CITY	STATE	ZIP PLUS FOUR

I hereby authorize the political committee named above to receive contributions on behalf of my candidacy.

SIGNATURE OF CANDIDATE	DATE OF AUTHORIZATION
------------------------	-----------------------

Any state, county, city, borough, township, ward or other regularly constituted party committee of any political party or political body is hereby authorized to receive money on behalf of the candidates of such political party or political body in a general, municipal or special election without special written authorization from such candidate. However, authorization *is required* for such committees to receive funds on behalf of a candidate in a primary election.

FOR OFFICE USE ONLY

**CANDIDATE AUTHORIZATION
OF A POLITICAL COMMITTEE AND
APPOINTMENT OF A TREASURER**

DSEB-501

OLD FORM

FOR OFFICE USE ONLY

NAME OF COMMITTEE		TELEPHONE	
ADDRESS (NUMBER AND STREET)		AREA	
CITY	STATE	ZIP CODE	
NAME OF TREASURER		TELEPHONE	
ADDRESS (NUMBER AND STREET)		AREA	
CITY	STATE	ZIP CODE	
I HEREBY AUTHORIZE THE ABOVE NAMED COMMITTEE AND TREASURER TO RECEIVE CONTRIBUTIONS AND MAKE EXPENDITURES ON BEHALF OF MY CANDIDACY.			
SIGNATURE OF CANDIDATE	OFFICE SOUGHT	DISTRICT	DATE PREPARED

I HAVE BEEN APPOINTED TREASURER OF THE ABOVE COMMITTEE AND HEREBY ACKNOWLEDGE THE AUTHORIZATION OF ABOVE NAMED CANDIDATE TO RECEIVE CONTRIBUTIONS AND MAKE EXPENDITURES IN BEHALF OF HIS/HER CANDIDACY.

NAME OF TREASURER (PLEASE PRINT)	SIGNATURE OF TREASURER	DATE
----------------------------------	------------------------	------

NAME OF CHAIRMAN.	
NAME	(PLEASE PRINT)

RULES AND REGULATIONS

1. NO POLITICAL COMMITTEE, OR TREASURER, SHALL RECEIVE ANY MONEY ON BEHALF OF A CANDIDATE UNTIL SUCH POLITICAL COMMITTEE SHALL HAVE BEEN SO AUTHORIZED IN WRITING BY THE CANDIDATE.
2. THE AUTHORIZATION MUST BE FILED WITH THE APPROPRIATE SUPERVISOR PRIOR TO THE COMMITTEE RECEIVING MONEY ON BEHALF OF THE CANDIDATE.
3. THE APPROPRIATE SUPERVISOR SHALL BE NOTIFIED OF ANY CHANGES IN THE TREASURER OR CHAIRMAN.
4. NO CONTRIBUTION SHALL BE RECEIVED NOR SHALL ANY EXPENDITURES BE MADE WHEN THERE IS A VACANCY IN EITHER THE OFFICE OF THE TREASURER OR CHAIRMAN.

EXEMPT FROM THE ABOVE RULES AND REGULATIONS

ANY STATE, COUNTY, CITY, BOROUGH, TOWNSHIP, WARD OR OTHER REGULARLY CONSTITUTED PARTY COMMITTEE OF ANY POLITICAL PARTY OR POLITICAL BODY, IS HEREBY AUTHORIZED TO RECEIVE MONEY ON BEHALF OF THE CANDIDATES OF SUCH POLITICAL PARTY OR POLITICAL BODY IN A GENERAL, MUNICIPAL OR SPECIAL ELECTION, WITHOUT SPECIAL WRITTEN AUTHORIZATION FROM SUCH CANDIDATE. AUTHORIZATION IS, HOWEVER, REQUIRED FOR PRIMARY ELECTIONS.



CAMPAIGN FINANCE REPORT

(NOTE: This report must be clear and legible. It may be typed or printed in blue or black ink.)

Filer Identification Number: <input type="text"/>		Report Filed By: <input type="text"/>		CANDIDATE ^{1.}		COMMITTEE ^{2.}		LOBBY	
Name of Filing Committee, Candidate or Lobbyist: <input type="text"/>									
Street Address: <input type="text"/>									
City: <input type="text"/>					State: <input type="text"/>		Zip Code: <input type="text"/>		
TYPE OF REPORT (place X to the right of report type)	6TH TUESDAY PRE-PRIMARY	1.	2ND FRIDAY PRE-PRIMARY	2.	30 DAY POST PRIMARY	3.	AMENDMENT REPORT?	YES	NO
	6TH TUESDAY PRE-ELECTION	4.	2ND FRIDAY PRE-ELECTION	5.	30 DAY POST ELECTION	6.	TERMINATION REPORT?	YES	NO
	ANNUAL REPORT	7.	YEAR <input type="text"/>		FILING METHOD () CHECK ONE <input type="text"/>		PAPER	DISKETTE	
Name of Office Sought by Candidate: <input type="text"/>					DATE OF ELECTION MO. DAY YEAR		District Number	Office Code	Party Code
									County Code
							(SEE INSTRUCTIONS FOR CODE)		

Summary of Receipts and Expenditures from:

	MO.	DAY	YEAR	To	MO.	DAY	YEAR
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)				\$			

FOR OFFICE USE ONLY

AFFIDAVIT SECTION

PART I - 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 or computer diskette, are to the best of my knowledge and belief true, correct and complete.

Sworn to and subscribed before me this

_____ day of _____ 20____

Signature

My commission expires

MO. DAY YR.

Signature of Person Submitting Report

Printed Name

Area Code

Daytime Telephone Number

PART II - If this is a report of a Candidate's Authorized Committee, 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. 320) as amended.

Sworn to and subscribed before me this

_____ day of _____ 20____

Signature

My commission expires

MO. DAY YR.

Signature of Candidate

Printed Name

Area Code

Daytime Telephone Number

Department of State • Bureau of Commissions, Elections and Legislation
 303 North Office Building • Harrisburg, PA 17120-0029 • (717) 787-5280

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 disclose contributions and expenditures. Candidates must file separate reports when they make expenditures or receive contributions on their own behalf and separate from their campaign committee. A candidate's report discloses contributions received and expenditures made individually by the candidate. A contributing lobbyist's report discloses 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 the authorized committee must be filed with the County Board of Elections in the county in which the candidate resides.

REPORT COVER PAGE

The Report Cover Page identifies the filer, the type of report and what reporting period is covered. It also summarizes the detailed contribution and expenditure sections from the body of the report.

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 registration documents in 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" by the applicable report type.

Amendment Report - Check "Yes" only if the 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 lobbyists may file a termination report if they do not anticipate making further contributions to influence the outcome of a candidate's election.

Filing Method - Indicate whether the complete report is filed on paper, or if the report is filed by diskette accompanied by the signed and notarized cover sheet.

Name of Office Sought - If filed by a candidate or candidate's committee, indicate office sought.

Date of Election - If this is a pre- or post-primary/election report, indicate the date of the primary or election.

District Number - If filed by a candidate or candidate's committee, indicate district in which candidate is seeking office.

Office Code, Party Code and County Code - If filed by candidate or candidate's committee, refer to code charts at the back of this report form. Enter the corresponding code letters for the office sought and the political party of the candidate; enter the corresponding code number for the county of residence of the candidate. Candidates for local offices who file only with the County Board of Elections should enter Office Code OTH for Other Offices.

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

Amount Brought Forward From Last Report (Item A) - The balance, if any, as of the first day of the reporting period. For committees, it is the amount reported as the ending cash balance on the previous report filed, if any.

Items B through G - See detailed instructions on each corresponding schedule.

Affidavit Section - Must be sworn to by the filer acknowledging the accuracy of the report (Part I). On reports filed by a candidate's authorized committee, the candidate must sign an additional affidavit (Part II).

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

Reports Filed on Diskette: The cover page must accompany all filings, including diskette filings. Diskette filings must also meet the technical specifications of the Department. These specifications are available at www.dos.state.pa.us or by contacting the Bureau.

SCHEDULE I
CONTRIBUTIONS AND RECEIPTS

PAGE 2 OF _____

Detailed Summary Page

Name of Filing Committee or Candidate	Reporting Period From _____ To _____
---------------------------------------	---

1. UNITEMIZED CONTRIBUTIONS AND RECEIPTS - \$50.00 OR LESS PER CONTRIBUTOR		
TOTAL for the Reporting Period	(1)	\$

2. CONTRIBUTIONS \$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 <i>(Add and enter amount totals from Boxes 1, 2, 3 and 4; also enter this amount on Page 1, Report Cover Page, Item B.)</i>	\$
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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 for each section from the corresponding schedules in the report (Part A, Part B, Part C, Part D and Part E).

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

Definition of Contribution: Any payment, gift, subscription, assessment, contract, payment for services, dues, loan, 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 this 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 an 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. (See 25 P.S. §3241)

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 contributions from the same source in one line item.

Contributions and receipts of \$50 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 I, Part A, "Contributions Received from Political Committees," 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, including zip code, must be provided. Space is provided for the Zip Code Plus Four. The State block should be completed with the U.S. Postal Service's standard two-letter abbreviation, such as PA for Pennsylvania.

Date - all date blocks in the report must be completed with eight digits. For instance, March 24, 2000 would appear as 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 lists 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.

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.

Name of Filing Committee or Candidate				Reporting Period From _____ To _____			
---------------------------------------	--	--	--	---	--	--	--

Full Name of Contributing Committee			DATE			AMOUNT
	MO.	DAY	YEAR			
Mailing Address						\$
City	State	Zip Code (Plus 4)				\$
		-				\$
Full Name of Contributing Committee						\$
Mailing Address						\$
City	State	Zip Code (Plus 4)				\$
		-				\$
Full Name of Contributing Committee						\$
Mailing Address						\$
City	State	Zip Code (Plus 4)				\$
		-				\$
Full Name of Contributing Committee						\$
Mailing Address						\$
City	State	Zip Code (Plus 4)				\$
		-				\$
Full Name of Contributing Committee						\$
Mailing Address						\$
City	State	Zip Code (Plus 4)				\$
		-				\$
Full Name of Contributing Committee						\$
Mailing Address						\$
City	State	Zip Code (Plus 4)				\$
		-				\$
Full Name of Contributing Committee						\$
Mailing Address						\$
City	State	Zip Code (Plus 4)				\$
		-				\$
Full Name of Contributing Committee						\$
Mailing Address						\$
City	State	Zip Code (Plus 4)				\$
		-				\$
Full Name of Contributing Committee						\$
Mailing Address						\$
City	State	Zip Code (Plus 4)				\$
		-				\$

Enter Grand Total of Part A on Schedule I, Detailed Summary Page, Section 2.	PAGE TOTAL \$
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PART B
ALL OTHER CONTRIBUTIONS

PAGE _____ OF _____

\$50.01 TO \$250.00

Use this Part to itemize all other contributions with an aggregate value from
\$50.01 to \$250.00 in the reporting period.
(Exclude contributions from political committees reported in Part A.)

Name of Filing Committee or Candidate				Reporting Period From _____ To _____			
---------------------------------------	--	--	--	---	--	--	--

			DATE			AMOUNT	
Full Name of Contributor	MO.	DAY	YEAR				
Mailing Address				MO.	DAY	YEAR	\$
City				MO.	DAY	YEAR	\$
	State	Zip Code (Plus 4)		MO.	DAY	YEAR	\$
							\$
Full Name of Contributor				MO.	DAY	YEAR	\$
Mailing Address				MO.	DAY	YEAR	\$
City				MO.	DAY	YEAR	\$
	State	Zip Code (Plus 4)		MO.	DAY	YEAR	\$
							\$
Full Name of Contributor				MO.	DAY	YEAR	\$
Mailing Address				MO.	DAY	YEAR	\$
City				MO.	DAY	YEAR	\$
	State	Zip Code (Plus 4)		MO.	DAY	YEAR	\$
							\$
Full Name of Contributor				MO.	DAY	YEAR	\$
Mailing Address				MO.	DAY	YEAR	\$
City				MO.	DAY	YEAR	\$
	State	Zip Code (Plus 4)		MO.	DAY	YEAR	\$
							\$
Full Name of Contributor				MO.	DAY	YEAR	\$
Mailing Address				MO.	DAY	YEAR	\$
City				MO.	DAY	YEAR	\$
	State	Zip Code (Plus 4)		MO.	DAY	YEAR	\$
							\$
Full Name of Contributor				MO.	DAY	YEAR	\$
Mailing Address				MO.	DAY	YEAR	\$
City				MO.	DAY	YEAR	\$
	State	Zip Code (Plus 4)		MO.	DAY	YEAR	\$
							\$
Full Name of Contributor				MO.	DAY	YEAR	\$
Mailing Address				MO.	DAY	YEAR	\$
City				MO.	DAY	YEAR	\$
	State	Zip Code (Plus 4)		MO.	DAY	YEAR	\$
							\$
Full Name of Contributor				MO.	DAY	YEAR	\$
Mailing Address				MO.	DAY	YEAR	\$
City				MO.	DAY	YEAR	\$
	State	Zip Code (Plus 4)		MO.	DAY	YEAR	\$
							\$

Enter Grand Total of Part B on Schedule I, Detailed Summary Page, Section 2.	PAGE TOTAL \$
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PART D
ALL OTHER CONTRIBUTIONS

PAGE _____ OF _____

OVER \$250.00

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

Name of Filing Committee or Candidate				Reporting Period From _____ To _____			
---------------------------------------	--	--	--	---	--	--	--

Full Name of Contributor				DATE			AMOUNT
				MO.	DAY	YEAR	
Mailing Address				MO.	DAY	YEAR	\$
City				MO.	DAY	YEAR	\$
	State	Zip Code (Plus 4)		MO.	DAY	YEAR	\$
Employer Name				Occupation			
Employer Mailing Address/Principal Place of Business							

Full Name of Contributor				DATE			AMOUNT
				MO.	DAY	YEAR	
Mailing Address				MO.	DAY	YEAR	\$
City				MO.	DAY	YEAR	\$
	State	Zip Code (Plus 4)		MO.	DAY	YEAR	\$
Employer Name				Occupation			
Employer Mailing Address/Principal Place of Business							

Full Name of Contributor				DATE			AMOUNT
				MO.	DAY	YEAR	
Mailing Address				MO.	DAY	YEAR	\$
City				MO.	DAY	YEAR	\$
	State	Zip Code (Plus 4)		MO.	DAY	YEAR	\$
Employer Name				Occupation			
Employer Mailing Address/Principal Place of Business							

Full Name of Contributor				DATE			AMOUNT
				MO.	DAY	YEAR	
Mailing Address				MO.	DAY	YEAR	\$
City				MO.	DAY	YEAR	\$
	State	Zip Code (Plus 4)		MO.	DAY	YEAR	\$
Employer Name				Occupation			
Employer Mailing Address/Principal Place of Business							

Full Name of Contributor				DATE			AMOUNT
				MO.	DAY	YEAR	
Mailing Address				MO.	DAY	YEAR	\$
City				MO.	DAY	YEAR	\$
	State	Zip Code (Plus 4)		MO.	DAY	YEAR	\$
Employer Name				Occupation			
Employer Mailing Address/Principal Place of Business							

Enter Grand Total of Part D on Schedule I, Detailed Summary Page, Section 3.

PAGE TOTAL

\$

PART E OTHER RECEIPTS

PAGE _____ OF _____

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.

Name of Filing Committee or Candidate				Reporting Period From _____ To _____			
---------------------------------------	--	--	--	---	--	--	--

Full Name							
Mailing Address							
City	State	Zip Code (Plus 4)	MO.	DAY	YEAR	Amount	
Receipt Description						\$	

Full Name							
Mailing Address							
City	State	Zip Code (Plus 4)	MO.	DAY	YEAR	Amount	
Receipt Description						\$	

Full Name							
Mailing Address							
City	State	Zip Code (Plus 4)	MO.	DAY	YEAR	Amount	
Receipt Description						\$	

Full Name							
Mailing Address							
City	State	Zip Code (Plus 4)	MO.	DAY	YEAR	Amount	
Receipt Description						\$	

Full Name							
Mailing Address							
City	State	Zip Code (Plus 4)	MO.	DAY	YEAR	Amount	
Receipt Description						\$	

Full Name							
Mailing Address							
City	State	Zip Code (Plus 4)	MO.	DAY	YEAR	Amount	
Receipt Description						\$	

Enter Grand Total of Part E on Schedule I, Detailed Summary Page, Section 4.

PAGE TOTAL
\$

SCHEDULE II

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 for 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 Parts F and G should be transferred to the appropriate section on the **Schedule II Detailed Summary Page**.

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

Name of Filing Committee or Candidate	Reporting Period From _____ To _____
---------------------------------------	---

1. UNITEMIZED IN-KIND CONTRIBUTIONS RECEIVED - VALUE OF \$50.00 OR LESS PER CONTRIBUTOR

TOTAL for the Reporting Period	(1)	\$
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2. IN-KIND CONTRIBUTIONS RECEIVED - VALUE OF \$50.01 TO \$250.00 (FROM PART F)

TOTAL for the Reporting Period	(2)	\$
--------------------------------	-----	----

3. IN-KIND CONTRIBUTION RECEIVED - VALUE OVER \$250.00 (FROM 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

PAGE _____ OF _____

VALUE OF \$50.01 TO \$250.00

Name of Filing Committee or Candidate						Reporting Period From _____ To _____		
---------------------------------------	--	--	--	--	--	---	--	--

Full Name of Contributor					DATE			AMOUNT
					MO.	DAY	YEAR	
Mailing Address								\$
City								\$
State				Zip Code (Plus 4)				\$
Description of Contribution:								\$

Full Name of Contributor					DATE			AMOUNT
					MO.	DAY	YEAR	
Mailing Address								\$
City								\$
State				Zip Code (Plus 4)				\$
Description of Contribution:								\$

Full Name of Contributor					DATE			AMOUNT
					MO.	DAY	YEAR	
Mailing Address								\$
City								\$
State				Zip Code (Plus 4)				\$
Description of Contribution:								\$

Full Name of Contributor					DATE			AMOUNT
					MO.	DAY	YEAR	
Mailing Address								\$
City								\$
State				Zip Code (Plus 4)				\$
Description of Contribution:								\$

Full Name of Contributor					DATE			AMOUNT
					MO.	DAY	YEAR	
Mailing Address								\$
City								\$
State				Zip Code (Plus 4)				\$
Description of Contribution:								\$

Full Name of Contributor					DATE			AMOUNT
					MO.	DAY	YEAR	
Mailing Address								\$
City								\$
State				Zip Code (Plus 4)				\$
Description of Contribution:								\$

Enter Grand Total of Part F on Schedule II, In-Kind Contributions Detailed Summary Page, Section 2.

PAGE TOTAL
\$

SCHEDULE II
PART G
IN-KIND CONTRIBUTIONS RECEIVED
VALUE OVER \$250.00

PAGE _____ OF _____

Name of Filing Committee or Candidate				Reporting Period From _____ To _____			
---------------------------------------	--	--	--	---	--	--	--

Full Name of Contributor				DATE			AMOUNT
				MO.	DAY	YEAR	
Mailing Address							\$
City							\$
State		Zip Code (Plus 4)					\$
Employer of Contributor				Occupation			
Employer Mailing Address/Principal Place of Business				Description of Contribution			

Full Name of Contributor							\$
Mailing Address							\$
City		State		Zip Code (Plus 4)			\$
Employer of Contributor				Occupation			
Employer Mailing Address/Principal Place of Business				Description of Contribution			

Full Name of Contributor							\$
Mailing Address							\$
City		State		Zip Code (Plus 4)			\$
Employer of Contributor				Occupation			
Employer Mailing Address/Principal Place of Business				Description of Contribution			

Full Name of Contributor							\$
Mailing Address							\$
City		State		Zip Code (Plus 4)			\$
Employer of Contributor				Occupation			
Employer Mailing Address/Principal Place of Business				Description of Contribution			

Full Name of Contributor							\$
Mailing Address							\$
City		State		Zip Code (Plus 4)			\$
Employer of Contributor				Occupation			
Employer Mailing Address/Principal Place of Business				Description of Contribution			

Enter Grand Total of Part G on Schedule II, In-Kind Contributions Detailed Summary Page, Section 3.

PAGE TOTAL
\$

SCHEDULE III

EXPENDITURES

Definition of Expenditure: 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 committees; 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 or providing of money or other valuable thing by any person other than a candidate or political committee, to compensate any person for services rendered to a candidate or political committee. (See 25 P.S. §3241)

Instructions for Reporting Expenditures

Pursuant to state law, the Statement of Expenditures requires the filer to report the purposes 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 \$25.00 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, vouchers must be retained for a period of three years.

Transactions between a candidate and his/her 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's report as an expenditure and on the committee's report as a receipt. A loan must also be reported by the recipient on the Statement of Unpaid Debts (Schedule IV).

SCHEDULE III
STATEMENT OF EXPENDITURES

PAGE _____ OF _____

Name of Filing Committee or Candidate				Reporting Period From _____ To _____			
---------------------------------------	--	--	--	---	--	--	--

To Whom Paid			MO.	DAY	YEAR	Amount
Mailing Address						\$
City			Description of Expenditure			
	State	Zip Code (Plus 4)				
		-				

To Whom Paid			MO.	DAY	YEAR	Amount
Mailing Address						\$
City			Description of Expenditure			
	State	Zip Code (Plus 4)				
		-				

To Whom Paid			MO.	DAY	YEAR	Amount
Mailing Address						\$
City			Description of Expenditure			
	State	Zip Code (Plus 4)				
		-				

To Whom Paid			MO.	DAY	YEAR	Amount
Mailing Address						\$
City			Description of Expenditure			
	State	Zip Code (Plus 4)				
		-				

To Whom Paid			MO.	DAY	YEAR	Amount
Mailing Address						\$
City			Description of Expenditure			
	State	Zip Code (Plus 4)				
		-				

To Whom Paid			MO.	DAY	YEAR	Amount
Mailing Address						\$
City			Description of Expenditure			
	State	Zip Code (Plus 4)				
		-				

To Whom Paid			MO.	DAY	YEAR	Amount
Mailing Address						\$
City			Description of Expenditure			
	State	Zip Code (Plus 4)				
		-				

Enter Grand Total of Expenditures on Page 1, Report Cover Page, Item D.

PAGE TOTAL
\$

SCHEDULE IV

STATEMENT OF UNPAID DEBTS

All unpaid debts and obligations 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 though there was no 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 the 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.

SCHEDULE IV STATEMENT OF UNPAID DEBTS

PAGE _____ OF _____

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

Name of Filing Committee or Candidate					Reporting Period From _____ To _____		
---------------------------------------	--	--	--	--	---	--	--

Name of Creditor					Outstanding Balance of \$			
Mailing Address				DATE DEBT INCURRED	MO.	DAY	YEAR	
City					State	Zip Code (Plus 4)		
Description of Debt								

Name of Creditor					Outstanding Balance of \$			
Mailing Address				DATE DEBT INCURRED	MO.	DAY	YEAR	
City					State	Zip Code (Plus 4)		
Description of Debt								

Name of Creditor					Outstanding Balance of \$			
Mailing Address				DATE DEBT INCURRED	MO.	DAY	YEAR	
City					State	Zip Code (Plus 4)		
Description of Debt								

Name of Creditor					Outstanding Balance of \$			
Mailing Address				DATE DEBT INCURRED	MO.	DAY	YEAR	
City					State	Zip Code (Plus 4)		
Description of Debt								

Name of Creditor					Outstanding Balance of \$			
Mailing Address				DATE DEBT INCURRED	MO.	DAY	YEAR	
City					State	Zip Code (Plus 4)		
Description of Debt								

Name of Creditor					Outstanding Balance of \$			
Mailing Address				DATE DEBT INCURRED	MO.	DAY	YEAR	
City					State	Zip Code (Plus 4)		
Description of Debt								

Enter Grand Total of Unpaid Debts on Page 1, Report Cover Page, Item G.								PAGE TOTAL \$
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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.

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	47 Montour
02 Allegheny	25 Erie	48 Northampton
03 Armstrong	26 Fayette	49 Northumberland
04 Beaver	27 Franklin	50 Perry
05 Bedford	28 Forest	51 Philadelphia
06 Berks	29 Fulton	52 Pike
07 Blair	30 Greene	53 Potter
08 Bradford	31 Huntingdon	54 Schuylkill
09 Bucks	32 Indiana	55 Snyder
10 Butler	33 Jefferson	56 Somerset
11 Cambria	34 Juniata	57 Sullivan
12 Cameron	35 Lackawanna	58 Susquehanna
13 Carbon	36 Lancaster	59 Tioga
14 Centre	37 Lawrence	60 Union
15 Chester	38 Lebanon	61 Venango
16 Clarion	39 Lehigh	62 Warren
17 Clearfield	40 Luzerne	63 Washington
18 Clinton	41 Lycoming	64 Wayne
19 Columbia	42 McKean	65 Westmoreland
20 Crawford	43 Mercer	66 Wyoming
21 Cumberland	44 Mifflin	67 York
22 Dauphin	45 Monroe	
23 Delaware	46 Montgomery	

Party Code Table:

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
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 who file only with the County Board of Elections)

CAMPAIGN EXPENSE REPORT
COMMONWEALTH OF PENNSYLVANIA — DEPARTMENT OF STATE
BUREAU OF COMMISSIONS, ELECTIONS AND LEGISLATION
305 NORTH OFFICE BUILDING
HARRISBURG, PA 17120

OLL

NAME/ADDRESS INFORMATION	ELECTION DATA	REPORT FILED BY	TYPE OF REPORT
NAME OF CANDIDATE, COMMITTEE OR LOBBYIST	ELECTION DATE	<input type="checkbox"/> Candidate <input type="checkbox"/> Committee <input type="checkbox"/> Lobbyist	<input type="checkbox"/> 6th Tues. Pre-Election <input type="checkbox"/> 2nd Fri. Pre-Election <input type="checkbox"/> 30-Day Post Election <input type="checkbox"/> Annual Report <input type="checkbox"/> Amendment Report <input type="checkbox"/> Termination Report
ADDRESS (Street & Number, P.O. Box)	OFFICE/DISTRICT		
CITY/STATE/ZIP CODE	COUNTY		

NOTE: This report *must* be typed or prepared in blue or black ink.

SUMMARY OF RECEIPTS AND EXPENDITURES FROM _____ TO _____	FOR OFFICE USE ONLY
A. Cash Balance — Beginning (See instruction # 1) \$ _____	
B. Total Receipts (From Schedule I — This Report Only) \$ _____	
C. Total of Lines A and B \$ _____	
D. Total Expenditures (From Schedule II — This Report Only) . . . \$ _____	
E. Cash Balance — Ending (Subtract Line D from Line C) \$ _____	
F. Unpaid Debts and Obligations (From Schedule III) \$ _____	
G. In-Kind Contributions (From Schedule IV — This Report Only) . \$ _____	

AFFIDAVIT SECTION

PART I — TO BE COMPLETED BY THE PERSON SUBMITTING THIS REPORT
 (Treasurer — If Filed By Committee; Candidate — If Filed By Candidate)

I swear (or affirm) that this report, accompanying schedules and statements are to the best of my knowledge and belief true, correct and complete.

Sworn to and subscribed before me this

_____ day of _____ 19____

Signature

Official Title

My Commission Expires _____

 Signature of Person Submitting Report

 Printed Name

 Telephone Number

PART II — TO BE COMPLETED BY THE CANDIDATE IF THIS REPORT IS FILED BY THE CANDIDATE'S AUTHORIZED COMMITTEE
 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. 320) as amended.

Sworn to and subscribed before me this

_____ day of _____ 19____

Signature

Official Title

My Commission Expires _____

 Signature of Candidate

 Printed Name

 Telephone Number

INSTRUCTIONS — CAMPAIGN EXPENSE REPORT — PAGE 1

1. The beginning cash balance (Line A on face sheet) in this report should be as follows:

CANDIDATES: The beginning cash balance should be the balance, if any, as of the first day of this reporting period.

COMMITTEES: The beginning cash balance should be the amount reported as the ending cash balance on the previous report filed, if any.

NOTE: Correction of prior reporting errors should be made as adjustments to receipts and/or expenditures in the appropriate schedules and properly noted as a correction to a prior report.

2. A candidate must file a report which is separate from his/her committee.

3. Each report shall be subscribed and sworn to by the Treasurer or individual submitting the report, acknowledging the accuracy of the report. In addition those reports filed by a political committee authorized by a candidate, and created solely for the purpose of influencing an election on behalf of that candidate shall be subscribed and sworn to by that candidate.

4. Count and number the pages correctly. The "Face Sheet" (opposite side of this sheet) is the first page; thus the first page of Schedule 1 will be 2 of _____, then 3 of _____, etc.

5. Prepare this report when a total of more than \$250 is received or expended, or when liabilities exceed \$250.

6. File this report where the nomination paper, nomination certificate or nomination petitions were filed.

7. File copies of reports submitted to the Secretary of the Commonwealth in the county in which the candidate resides.

8. Retain copies of records for a period of three years.

9. Schedule for Filing:

First Reporting — By sixth Tuesday before election day. Reporting period closes the 50th day prior to the election.
(STATEWIDE CANDIDATES AND COMMITTEES SUPPORTING SUCH CANDIDATES ONLY)

Second Reporting — File Second Friday before election day. Reporting period closes 15 days before the election.
Period (ALL CANDIDATES AND COMMITTEES SUPPORTING CANDIDATES)

Third Reporting — File 30 days after election day. Reporting period closes 20 days after the election.
Period (ALL CANDIDATES AND COMMITTEES SUPPORTING CANDIDATES)

Annual Reporting — File by January 31st of the following year. Include all receipts and expenditures up to December 31st.
Period

10. Political committees and political action committees which file pre-election reports/statements must file at all subsequent reporting deadlines for that election.

LATE FILING PENALTY

A penalty 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 each of the first six days that a report is overdue will be assessed.

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

SCHEDULE I
SUMMARY OF CONTRIBUTIONS AND RECEIPTS
 USE THIS SCHEDULE TO SUMMARIZE ALL CONTRIBUTIONS, RECEIPTS AND REFUNDS
 RECEIVED DURING THE REPORTING PERIOD.

NAME OF CANDIDATE, COMMITTEE OR LOBBYIST	REPORTING PERIOD
	From _____ To _____

NOTE: THIS REPORT *MUST* BE TYPED OR PREPARED IN BLUE OR BLACK INK!

A. UNITEMIZED CONTRIBUTIONS AND RECEIPTS — \$50.00 OR LESS

TOTAL (For the Reporting Period)	\$
----------------------------------	----

B. CONTRIBUTIONS AND RECEIPTS — \$50.01 TO \$250.00 (Complete Sections 1.1 & 1.2)

ONLY CONTRIBUTIONS RECEIVED FROM POLITICAL COMMITTEES (Section 1.1)	\$
ALL OTHER CONTRIBUTIONS (Section 1.2)	\$
TOTAL (For the Reporting Period)	\$

C. CONTRIBUTIONS AND RECEIPTS — OVER \$250.00 (Complete Sections 2.1 & 2.2)

ONLY CONTRIBUTIONS RECEIVED FROM POLITICAL COMMITTEES (Section 2.1)	\$
ALL OTHER CONTRIBUTIONS (Section 2.2)	\$
TOTAL (For the Reporting Period)	\$

D. REFUNDS RECEIVED (Complete Section 3)

TOTAL (For the Reporting Period)	\$
----------------------------------	----

TOTAL THIS PERIOD — ADD AMOUNT TOTALS FROM BOXES A, B, C & D ENTER ON PAGE 1 (Face Sheet) — ITEM B	\$
---	----

INSTRUCTIONS FOR REPORTING CONTRIBUTIONS

Definition of Contribution: Any payment, gift, subscription, assessment, contract, payment for services, dues, loan, 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 this 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 all other fund-raising events.

Reporting Requirements: It is the aggregate total of contributions from an individual contributor within a reporting period which determines the following reporting requirements:

- (1) The total of individual contributions and receipts of \$50 or less — a record must be kept of names, address and dates of each person from whom a contribution of over \$10 has been received.
- (2) Contributions and receipts over \$50 to \$250 — name, mailing address, amount and date.
- (3) Contributions and receipts over \$250 — name, mailing address, occupation, employer's name and address, amount and date.

Recommended Contributions and Receipts Procedures: The following record keeping procedures are designed to ensure all contributions and receipts are properly recorded and reported:

- (1) Record all cash receipts promptly in the accounting records. Include all required information relating to contributors' names, addresses, dates received, contribution amounts and, when applicable, employers' names and address.
- (2) All currency receipts must be recorded and should be deposited. Undeposited currency should not be used to make expenditures. If small currency expenditures are sometimes necessary, consider establishing a petty cash fund, under the responsibility of the candidate or in the case of a committee, the treasurer or the assistant treasurer, who would account for all receipts and disbursements of the fund.
- (3) Deposit all cash receipts promptly. It is helpful to subtotal the cash receipts journal each time a deposit is made and compare the subtotal to the deposit slip total to ensure all receipts are properly accounted for.
- (4) Transactions between the candidate and committee should be recorded on both campaign reports; e.g., if a candidate contributed or loaned his/her committee money, the amount should appear on the candidate's report as an expenditure and on the committee's report as a receipt. Loans must also be recorded in the Unpaid Debts and Obligation Schedule of a report.

SECTION 1.1
POLITICAL COMMITTEE CONTRIBUTIONS AND RECEIPTS ONLY
\$50.01 TO \$250.00

**USE THIS SECTION TO ITEMIZE ONLY CONTRIBUTIONS RECEIVED FROM POLITICAL COMMITTEES
WITH AN AGGREGATE VALUE FROM \$50.01 TO \$250.00 FOR THE REPORTING PERIOD.**

[illegible]

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.

Name of Filing Committee or Candidate	Reporting Period
	From _____ To _____

Full Name of Contributing Committee				DATE			AMOUNT
Mailing Address				MO.	DAY	YEAR	\$
				MO.	DAY	YEAR	\$
				MO.	DAY	YEAR	\$
City	State	Zip Code (Plus 4)		MO.	DAY	YEAR	\$
				MO.	DAY	YEAR	\$
Full Name of Contributing Committee				MO.	DAY	YEAR	\$
Mailing Address				MO.	DAY	YEAR	\$
City	State	Zip Code (Plus 4)		MO.	DAY	YEAR	\$
				MO.	DAY	YEAR	\$
Full Name of Contributing Committee				MO.	DAY	YEAR	\$
Mailing Address				MO.	DAY	YEAR	\$
City	State	Zip Code (Plus 4)		MO.	DAY	YEAR	\$
				MO.	DAY	YEAR	\$
Full Name of Contributing Committee				MO.	DAY	YEAR	\$
Mailing Address				MO.	DAY	YEAR	\$
City	State	Zip Code (Plus 4)		MO.	DAY	YEAR	\$
				MO.	DAY	YEAR	\$
Full Name of Contributing Committee				MO.	DAY	YEAR	\$
Mailing Address				MO.	DAY	YEAR	\$
City	State	Zip Code (Plus 4)		MO.	DAY	YEAR	\$
				MO.	DAY	YEAR	\$
Full Name of Contributing Committee				MO.	DAY	YEAR	\$
Mailing Address				MO.	DAY	YEAR	\$
City	State	Zip Code (Plus 4)		MO.	DAY	YEAR	\$
				MO.	DAY	YEAR	\$
Full Name of Contributing Committee				MO.	DAY	YEAR	\$
Mailing Address				MO.	DAY	YEAR	\$
City	State	Zip Code (Plus 4)		MO.	DAY	YEAR	\$
				MO.	DAY	YEAR	\$
Full Name of Contributing Committee				MO.	DAY	YEAR	\$
Mailing Address				MO.	DAY	YEAR	\$
City	State	Zip Code (Plus 4)		MO.	DAY	YEAR	\$
				MO.	DAY	YEAR	\$

Enter Grand Total of Part C on Schedule I, Detailed Summary Page, Section 3.

PAGE TOTAL

\$

SECTION 2.2

ALL OTHER CONTRIBUTIONS AND RECEIPTS – OVER \$250.00 (Except Political Committee Contributions)

USE THIS SECTION TO ITEMIZE ALL OTHER CONTRIBUTIONS WITH AN AGGREGATE VALUE
OVER \$250.00 FOR THE REPORTING PERIOD.
(Excluding Contributions Received From Political Committees Listed on Section 2.1).

NAME OF CANDIDATE, COMMITTEE OR LOBBYIST		REPORTING PERIOD	
		From	To
Full Name, Mailing Address and Zip Code of Contributor	Occupation	Aggregate Value	
Employer Name And Address or Principal Place of Business	Date Received		
Full Name, Mailing Address and Zip Code of Contributor	Occupation	Aggregate Value	
Employer Name And Address or Principal Place of Business	Date Received		
Full Name, Mailing Address and Zip Code of Contributor	Occupation	Aggregate Value	
Employer Name And Address or Principal Place of Business	Date Received		
Full Name, Mailing Address and Zip Code of Contributor	Occupation	Aggregate Value	
Employer Name And Address or Principal Place of Business	Date Received		
Full Name, Mailing Address and Zip Code of Contributor	Occupation	Aggregate Value	
Employer Name And Address or Principal Place of Business	Date Received		
Full Name, Mailing Address and Zip Code of Contributor	Occupation	Aggregate Value	
Employer Name And Address or Principal Place of Business	Date Received		
Full Name, Mailing Address and Zip Code of Contributor	Occupation	Aggregate Value	
Employer Name And Address or Principal Place of Business	Date Received		
Full Name, Mailing Address and Zip Code of Contributor	Occupation	Aggregate Value	
Employer Name And Address or Principal Place of Business	Date Received		
Full Name, Mailing Address and Zip Code of Contributor	Occupation	Aggregate Value	
Employer Name And Address or Principal Place of Business	Date Received		
Subtotal This Page (Optional)		▶	
Total This Period – Enter on Schedule I – Summary of Contributions and Receipts – Box C ▶			

SECTION 3 SUMMARY OF REFUNDS

USE THIS SECTION TO ITEMIZE ALL REFUNDS RECEIVED FOR PAYMENTS SUCH AS ADVANCE DEPOSITS MADE OR PREPAID SERVICES NOT RENDERED. REFUNDS WILL OCCUR WHEN THE FINAL SERVICE CHARGE IS LESS THAN THE INITIAL PAYMENT.

NAME OF CANDIDATE, COMMITTEE OR LOBBYIST		REPORTING PERIOD	
		From	To
DATE(S)	FULL NAME, MAILING ADDRESS AND ZIP CODE OF REFUNDING AGENT	REASON FOR REFUND	AMOUNT
Subtotal This Page (Optional)			
Total This Period -- Enter on Schedule I -- Summary of Contributions and Receipts -- Box D ►			

INSTRUCTIONS FOR REPORTING EXPENDITURES

Definition of Expenditure: 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.

Reporting Requirements: In the summary of expenditures, itemize each expenditure to include the full name and mailing address of the person to whom the expenditure was made, the purpose and the amount of the expenditure.

You are not required to submit vouchers with this report. However, you must retain them for a period of three years. Chapter 177.2 of the regulations more fully describes "vouchers" as receipted bills showing the identification of the person to whom the expenditure is made and the amount, date and purpose of the expenditure. If a receipted bill is unavailable, the regulations also consider the following as acceptable alternatives:

- (1) The cancelled check showing payment of the bill.
- (2) The bill, invoice or other memorandum of the transaction, supplied by the payee, and containing the same information as a receipted bill above.

Recommended Expenditure Procedures: The following record keeping procedures are designed to ensure all expenditures are properly recorded and reported.

- (1) Make expenditures by check rather than currency. Using checks will improve record keeping and control since check expenditures not recorded or recorded incorrectly can be identified and corrected by comparing returned checks to amounts recorded.
- (2) Require vendors to furnish invoices or other supporting documents for all expenditures.
- (3) Treasurers and assistant treasurers making out-of-pocket expenditures on behalf of the candidate or committee should be instructed to obtain invoices or other documents from the vendor to support the expenditure, and reimbursement to the individual should be based on amounts shown on such supporting documents. Reimbursement should be made by check.
- (4) Expenditures made involving no invoices (i.e., contributions to other political committees or loan repayments) should be evidenced by copies of cancelled checks.
- (5) If small currency expenditures are sometimes necessary, record the date, amount, purpose, and recipient's name in the underlying records at the time the disbursement is made.
- (6) Transactions between the candidate and committee should be recorded on both campaign reports: e.g., if a candidate contributed or loaned his/her committee money, the amount should appear on the candidate's report as an expenditure and on the committee's report as a receipt. Loans must also be recorded in the Unpaid Debts and Obligation Schedule of a report.

SCHEDULE III **UNPAID DEBTS AND OBLIGATIONS**

USE THIS SECTION TO ITEMIZE ALL UNPAID DEBTS AND OBLIGATIONS
WHICH ARE OUTSTANDING AT THE END OF THE REPORTING PERIOD.

NAME OF CANDIDATE, COMMITTEE OR LOBBYIST		REPORTING PERIOD	
		From	To
DATE(S)	FULL NAME, MAILING ADDRESS AND ZIP CODE OF CREDITOR	DESCRIPTION OF DEBT	AMOUNT
Subtotal This Page (Optional)			▶
Total — Enter on Page 1 (Face Sheet) — Item F			▶

SCHEDULE IV

SUMMARY OF IN-KIND CONTRIBUTIONS OF VALUABLE THINGS

USE THIS SCHEDULE TO SUMMARIZE ALL IN-KIND CONTRIBUTIONS RECEIVED DURING THE REPORTING PERIOD. THE DOLLAR VALUE ASSIGNED SHALL BE THE DIFFERENCE BETWEEN THE USUAL AND NORMAL CHARGE FOR THE GOODS OR SERVICES AND THE AMOUNT ACTUALLY CHARGED.
(See Section 1621(K) of the Campaign Expense Reporting Law)

NAME OF CANDIDATE, COMMITTEE OR LOBBYIST	REPORTING PERIOD
	<div style="display: flex; justify-content: space-between; padding: 0 10px;"> From To </div>

A. UNITEMIZED IN-KIND CONTRIBUTIONS AND RECEIPTS — \$50.00 OR LESS

TOTAL (For the Reporting Period)	\$
----------------------------------	----

B. CONTRIBUTIONS AND RECEIPTS — \$50.01 TO \$250.00 (Complete Section 1 on Reverse)

TOTAL (For the Reporting Period)	\$
----------------------------------	----

C. CONTRIBUTIONS AND RECEIPTS — OVER \$250.00 (Complete Section 2 on Reverse)

TOTAL (For the Reporting Period)	\$
----------------------------------	----

TOTAL THIS PERIOD — ADD AMOUNT TOTALS FROM BOXES A, B, & C ENTER ON PAGE 1 (Face Sheet) — ITEM G	\$
---	----

SECTION 1 AND SECTION 2 IN-KIND CONTRIBUTIONS OF VALUABLE THINGS

USE SECTION 1 TO ITEMIZE ALL IN-KIND CONTRIBUTIONS FROM \$50.01 TO \$250.00 A.
USE SECTION 2 TO ITEMIZE ALL IN-KIND CONTRIBUTIONS OVER \$250.00
RECEIVED DURING THE REPORTING PERIOD.

NAME OF CANDIDATE, COMMITTEE OR LOBBYIST	REPORTING PERIOD
	From _____ To _____

SECTION 1 IN-KIND CONTRIBUTIONS — \$50.00 TO \$250.00

DATE	FULL NAME, MAILING ADDRESS AND ZIP CODE OF CONTRIBUTORS	DESCRIPTION OF IN-KIND CONTRIBUTION	AGGREGATE VALUE

Total This Period — Enter on Schedule IV — Summary of In-Kind Contributions — Box B ►

SECTION 2 IN-KIND CONTRIBUTIONS — OVER \$250.00

Full Name, Mailing Address and Zip Code of Contributor	Occupation	Aggregate Value
Employer Name And Address or Principal Place of Business	Date Received	
Full Name, Mailing Address and Zip Code of Contributor	Occupation	Aggregate Value
Employer Name And Address or Principal Place of Business	Date Received	
Full Name, Mailing Address and Zip Code of Contributor	Occupation	Aggregate Value
Employer Name And Address or Principal Place of Business	Date Received	
Full Name, Mailing Address and Zip Code of Contributor	Occupation	Aggregate Value
Employer Name And Address or Principal Place of Business	Date Received	

Total This Period — Enter on Schedule IV — Summary of In-Kind Contributions — Box C ►

COMMONWEALTH OF PENNSYLVANIA
CAMPAIGN FINANCE STATEMENT

NEW FORM

File this in lieu of a full report *only if* aggregate receipts, expenditures, or liabilities incurred each did not exceed \$250.00 during the reporting period.

FILER IDENTIFICATION NUMBER ▶		REPORT FILED ON BEHALF OF ▶		CANDIDATE 1.	COMMITTEE 2.	LOBBYIST 3.																			
NAME OF FILING COMMITTEE, CANDIDATE OR LOBBYIST																									
STREET ADDRESS																									
CITY			STATE		ZIP CODE																				
TYPE OF REPORT (CHECK ONE)		NAME OF OFFICE SOUGHT BY CANDIDATE		DISTRICT NO.		PARTY																			
6TH TUESDAY PRE-PRIMARY 1. 2ND FRIDAY PRE-PRIMARY 2. 30 DAY POST-PRIMARY 3. 6TH TUESDAY PRE-ELECTION 4. 2ND FRIDAY PRE-ELECTION 5. 30 DAY POST-ELECTION 6. ANNUAL REPORT 7.		DATES OF REPORTING PERIOD <table border="1" style="display: inline-table; margin-right: 10px;"> <tr><td>MO.</td><td>DAY</td><td>YEAR</td></tr> <tr><td> </td><td> </td><td> </td></tr> </table> TO <table border="1" style="display: inline-table;"> <tr><td>MO.</td><td>DAY</td><td>YEAR</td></tr> <tr><td> </td><td> </td><td> </td></tr> </table>		MO.	DAY	YEAR				MO.	DAY	YEAR				DATE OF ELECTION <table border="1" style="display: inline-table; margin-right: 10px;"> <tr><td>MO.</td><td>DAY</td><td>YEAR</td></tr> <tr><td> </td><td> </td><td> </td></tr> </table>		MO.	DAY	YEAR				FOR OFFICE USE ONLY	
MO.	DAY	YEAR																							
MO.	DAY	YEAR																							
MO.	DAY	YEAR																							
<div style="border: 1px solid black; padding: 5px; margin: 5px 0;"> CASH BALANCE AT END OF REPORTING PERIOD: \$ _____ TOTAL AMOUNT OF FILER'S OUTSTANDING DEBTS OR LIABILITIES AT THE END OF REPORTING PERIOD: \$ _____ </div> <table border="1" style="display: inline-table; margin-right: 10px;"> <tr> <td>AMENDMENT REPORT?</td> <td>YES</td> <td>NO</td> </tr> <tr> <td>TERMINATION REPORT?</td> <td>YES</td> <td>NO</td> </tr> </table>				AMENDMENT REPORT?	YES	NO	TERMINATION REPORT?	YES	NO																
AMENDMENT REPORT?	YES	NO																							
TERMINATION REPORT?	YES	NO																							

AFFIDAVIT SECTION

PART I -

If statement is filed on behalf of a Political Committee or Candidates's Committee, the Treasurer must sign here.
 If statement is filed on behalf of a Candidate, the Candidate must sign here.
 If statement is filed on behalf of a Contributing Lobbyist, the Lobbyist must sign here.

I SWEAR (OR AFFIRM) THAT THE AGGREGATE RECEIPTS OR DISBURSEMENTS OR LIABILITIES INCURRED DURING THE REPORTING PERIOD INDICATED ABOVE DID NOT EXCEED TWO HUNDRED AND FIFTY DOLLARS (\$250.00) AND THIS REPORT IS, TO THE BEST OF MY KNOWLEDGE AND BELIEF, TRUE, CORRECT AND COMPLETE.			
SWORN TO AND SUBSCRIBED BEFORE ME THIS			
_____ DAY OF _____ 20____		_____ SIGNATURE OF PERSON SUBMITTING REPORT	
_____ SIGNATURE		_____ PRINTED NAME	
MY COMMISSION EXPIRES _____ MO. DAY YR.		_____ AREA CODE _____ DAYTIME TELEPHONE NUMBER	

PART II -

If statement is filed on behalf of a Candidate's Authorized Committee, Candidate must 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. 320) AS AMENDED.			
SWORN TO AND SUBSCRIBED BEFORE ME THIS			
_____ DAY OF _____ 20____		_____ SIGNATURE OF CANDIDATE	
_____ SIGNATURE		_____ PRINTED NAME	
MY COMMISSION EXPIRES _____ MO. DAY YR.		_____ AREA CODE _____ DAYTIME TELEPHONE NUMBER	

INSTRUCTIONS – When filing \$250.00 or less is received or expended.

1. Prepare this statement when the amount received or expended or liabilities incurred did not exceed \$250.00 during reporting period.
2. File this statement in the office where the nomination paper, nomination certificate or nomination petitions were filed.
3. **A candidate must file a statement which is separate from his/her committee.**
4. Each statement shall be subscribed and sworn to by the Treasurer or individual submitting the statement acknowledging the accuracy of the report. In addition, those reports filed by a political committee, authorized by a candidate, and created solely for the purpose of influencing an election on behalf of that candidate shall be subscribed and sworn to by that candidate.
5. The schedule for filing: (Consult Election Calendar).

First Reporting - Period	Sixth Tuesday Pre-Primary. Reporting period closes the 50 th day prior to the election. (STATEWIDE CANDIDATES OR COMMITTEES SUPPORTING SUCH CANDIDATES ONLY.)
Second Reporting - Period	Second Friday Pre-Primary. Reporting period closes 15 days before the election. (ALL CANDIDATES AND COMMITTEES SUPPORTING CANDIDATES.)
Third Reporting - Period	30 days Post-Primary. Reporting period closes 20 days after the election. (ALL CANDIDATES AND COMMITTEES SUPPORTING CANDIDATES.)
Fourth reporting - Period	6 th Tuesday Pre-Election. Reporting period closes the 50 th day prior to the election. (STATEWIDE CANDIDATES OR COMMITTEES SUPPORTING SUCH CANDIDATES ONLY.)
Fifth Reporting - Period	2 nd Friday Pre-Election. Reporting period closes 15 days before the election. (ALL CANDIDATES AND COMMITTEES SUPPORTING CANDIDATES.)
Sixth Reporting - Period	30 days Post-Election. Reporting period closes 20 days after the election. (ALL CANDIDATES AND COMMITTEES SUPPORTING CANDIDATES.)
Annual Reporting - Period	File by January 31 st of the following year. Statement must be complete up to and including December 31 st .
6. Political committees and political action committees which file pre-election reports/statements, must file at all subsequent reporting deadlines for that election.
7. Retain copies of all records for a period of 3 years. Although no detailed campaign expense report is filed, you are required to keep a record of the names and addresses of each person from whom a contribution of over \$10.00 has been received and a record of all other information required to be reported pursuant to Act # 1978-171.

LATE FILING PENALTY

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

In addition, any candidate or treasurer of a political committee, or person acting as such treasurer, who shall fail to file an account of primary or election expenses, as required by the Act, shall be guilty of a misdemeanor and, upon conviction thereof, shall be sentenced to pay a fine not exceeding \$5,000 (five thousand dollars) or to undergo an imprisonment of not less than one (1) month nor more than two (2) years, or both, in the discretion of the court.

Further penalties are provided by law.

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

CAMPAIGN EXPENSE STATEMENT

(\$250.00 or less)

OLD FORM

FOR OFFICIAL USE ONLY

THIS FORM SHALL BE COMPLETED WHEN THE AGGREGATE RECEIPTS OR DISBURSEMENTS OF A REPORTING PERIOD ARE TWO HUNDRED AND FIFTY DOLLARS OR LESS.

THIS STATEMENT IS BEING FILED BY

☐ CANDIDATE ☐ COMMITTEE ☐ LOBBYIST.

This statement covers the period

from _____ to _____

Full Name of Candidate, Committee or Lobbyist

Office Sought (If Applicable)

District

Address (Number and Street)

Area

Telephone Number

City

State

Zip Code

TYPE OF REPORT

- ☐ Sixth Tuesday before election date
☐ Second Friday before election date
☐ 30 days after election date
☐ Annual
☐ Termination Statement

I, _____

(Print)

- ☐ Candidate
☐ Treasurer
☐ Lobbyist

For _____

do hereby certify in compliance with the provisions of the Pennsylvania Election Code that the aggregate receipts or disbursements or liabilities incurred during the reporting period listed above did not exceed two hundred and fifty dollars (\$250).

Signature

COMMONWEALTH OF PENNSYLVANIA

COUNTY OF _____

Personally appeared before me the above named

(Print)

who made oath that the foregoing statement, by him, signed, is correct and true to the best of his knowledge and belief.

Sworn to and subscribed before me this _____ day

of _____ A.D. 19 ____.

(Seal)

Signature

**THIS SECTION MUST BE COMPLETED IF STATEMENT
IS BEING FILED BY CANDIDATE'S COMMITTEE**

I _____ (Swear/Affirm)
(Print)

That to the best of my knowledge and belief the political committee has not violated any provisions of the act of June 3, 1937 (P.L. 1333, #320) as amended.

Candidate Signature
(If filed by Candidate's Committee)

Commonwealth of Pennsylvania

} SS

County of _____

On this _____ Day of _____ 19____

Before me personally appeared _____ known to me (or satisfactorily proven) to be the person whose signature appears on this instrument and acknowledges the same for purposes therein contained.

In witness where I have hereunto set my hand and affix seal.

(Seal)

Signature

SEE REVERSE SIDE FOR INSTRUCTIONS

INSTRUCTIONS — When \$250.00 or less is received or expended.

1. Prepare this statement when the amount received or expended or liabilities incurred did not exceed \$250.00 during reporting period.
2. File this statement in the office where the nomination paper, nomination certificate or nomination petitions were filed.
3. **A candidate must file a statement which is separate from his/her committee.**
4. Each statement shall be subscribed and sworn to by the Treasurer or individual submitting the statement acknowledging the accuracy of the report. In addition those reports filed by a political committee authorized by a candidate, and created solely for the purpose of influencing an election on behalf of that candidate shall be subscribed and sworn to by that candidate.
5. The schedule for filing:

First Reporting —	By sixth Tuesday before election day. Reporting period closes the 50th day prior to the election. (STATEWIDE CANDIDATES OR COMMITTEES SUPPORTING SUCH CANDIDATES ONLY)
Second Reporting — Period	File second Friday before election day. Reporting period closes 15 days before the election (ALL CANDIDATES AND COMMITTEES SUPPORTING CANDIDATES)
Third Reporting — Period	File 30 days after election day. Reporting period closes 20 days after the election. (ALL CANDIDATES AND COMMITTEES SUPPORTING CANDIDATES)
Annual Reporting — Period	File by January 31st of the following year. Statement must be complete up to and including December 31.
6. Political committees and political action committees which file pre-election reports/statements must file at all subsequent reporting deadlines for that election.
7. Retain copies of all records for a period of 3 years. Although no detailed campaign expense report is filed, you are required to keep a record of the names and addresses of each person from whom a contribution of over \$10.00 has been received and a record of all other information required to be reported pursuant to Act #1978-171.

LATE FILING PENALTY

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

In addition, any candidate or treasurer of a political committee or person acting as such treasurer who shall fail to file an account of primary or election expenses, as required by the Act, shall be guilty of a misdemeanor and, upon conviction thereof, shall be sentenced to pay a fine not exceeding \$5,000 (five thousand dollars) or to undergo an imprisonment of not less than one (1) month nor more than two (2) years, or both, in the discretion of the court.

Further penalties are provided by law.

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



COMMONWEALTH OF PENNSYLVANIA — DEPARTMENT OF STATE
BUREAU OF COMMISSIONS, ELECTIONS AND LEGISLATION
305 NORTH OFFICE BUILDING
HARRISBURG, PA 17120

OFFICE OF THE
SECRETARY OF THE COMMONWEALTH
717-787-7830

BUREAU OF COMMISSIONS,
ELECTIONS & LEGISLATION
717-787-5280

POLITICAL CONTRIBUTIONS REQUIRED TO BE REPORTED UNDER §1641

This report must be filed with the Secretary of the Commonwealth on or before February fifteenth of every year.

This form is to be used by any corporation, company, association, partnership, sole proprietorship or other business entity which has been awarded any non-bid contract from the Commonwealth or any of its political subdivisions during the calendar year immediately preceding the filing date of this report.

A business entity shall list in this report all political contributions made during the preceding calendar year by:

- (1) any officer, director, associate, partner, limited partner, individual owner or members of their immediate family when the contributions exceed an aggregate of one thousand dollars (\$1,000) by any individual during the preceding year; or
- (2) Any employee or member of his immediate family whose political contribution exceeded one thousand dollars (\$1,000) during the preceding year;

where the making of such contributions are actually known at the time of this report to any officer, director, associate, partner, limited partner or individual owner of the business entity.

For the purpose of this report, "immediate family" means a person's spouse and any unemancipated child.

Attach additional pages of THIS SIZE if more space is needed.

COMMONWEALTH OF PENNSYLVANIA

I, _____
NAME OF OFFICIAL AUTHORIZED TO SIGN ON BEHALF OF BUSINESS ENTITY TITLE OF OFFICIAL
of _____
NAME OF BUSINESS ENTITY

CERTIFY that annexed hereto is a full, true and detailed account of each and all of the political contributions known to _____ by virtue of the actual knowledge possessed by any
NAME OF BUSINESS ENTITY
(officer, director, associate partner, limited partner or individual owner), in accordance with the requirements of Section 1641 of the Pennsylvania Election Code.

SIGNATURE OF OFFICIAL AUTHORIZED
TO SIGN ON BEHALF OF BUSINESS ENTITY

COMMONWEALTH OF PENNSYLVANIA)
County of _____) SS:
_____)

Personally appeared before me, the above-named _____ who
made oath that the statement hereto annexed is in all respects correct and true to the best of his/her knowledge and belief.

Sworn to and subscribed before me, this)

_____ day of _____)

A.D. _____)

(SEAL) _____)

ADDRESS _____

[illegible]

INDEPENDENT
EXPENDITURE REPORT

COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF STATE
BUREAU OF COMMISSIONS, ELECTIONS & LEGISLATION

OFFICIAL

CURRENT

FULL NAME OF PERSON FILING		NAME OF ORGANIZATION — IF FILED ON ONE'S BEHALF	
ADDRESS (NUMBER AND STREET)		DATE OF PRIMARY OR ELECTION	
CITY	STATE	ZIP CODE	TELEPHONE
TYPE OF REPORT (Check Appropriate Block)			
<input type="checkbox"/> SIXTH TUESDAY BEFORE ELECTION DATE	<input type="checkbox"/> 30 DAYS AFTER ELECTION DATE	<input type="checkbox"/> AMENDED REPORT	
<input type="checkbox"/> SECOND FRIDAY BEFORE ELECTION DATE	<input type="checkbox"/> ANNUAL REPORT	<input type="checkbox"/> TERMINATION REPORT	

NAME OF CANDIDATE OR QUESTION	SUPPORTED <input type="checkbox"/>	OPPOSED <input type="checkbox"/>
-------------------------------	------------------------------------	----------------------------------

SUMMARY OF INDEPENDENT EXPENDITURES

PAID TO — FULL NAME AND MAILING ADDRESS	PURPOSE (DESCRIPTION OF EXPENDITURE)	DATE	AMOUNT
ENTER TOTAL			

I _____ (PRINT) (SWEAR/AFFIRM) THAT
THIS REPORT, INCLUDING ACCOMPANYING SCHEDULES
AND STATEMENTS, ARE TO THE BEST OF MY KNOWLEDGE
AND BELIEF TRUE, CORRECT AND COMPLETE.

SIGNATURE OF INDIVIDUAL SUBMITTING FORM

COMMONWEALTH OF PENNSYLVANIA
COUNTY OF _____

ON THIS _____ DAY OF _____ 19____ BEFORE ME

PERSONALLY APPEARED _____
KNOWN TO ME (OR SATISFACTORILY PROVEN) TO BE THE
PERSON WHOSE SIGNATURE APPEARS ON THIS INSTRU-
MENT AND ACKNOWLEDGES THE SAME FOR PURPOSES
THEREIN CONTAINED. IN WITNESS WHEREOF I HAVE
HEREUNTO SET MY HAND AND AFFIX SEAL.

(SEAL)

SIGNATURE

IF ADDITIONAL SPACE IS NECESSARY TO REPORT
EXPENDITURES, PLEASE ATTACH AN 8½" BY 11"
SHEET OF PAPER TO THIS FORM.

FOR FILING INSTRUCTIONS
PLEASE REFER TO THE
OPPOSITE SIDE OF THIS
PAGE.

INSTRUCTIONS FOR FILING

The Pennsylvania Election Code in Section 1626 (G) provides:

"Every person other than a political committee or candidate who makes independent expenditures expressly advocating the election or defeat of a clearly identified candidate, or question appearing on the ballot, other than by a contribution to a political committee or candidate, in an aggregate amount in excess of one hundred dollars (\$100) during a calendar year shall file with the appropriate supervisor, on a form designed by the Secretary of the Commonwealth, a report which shall include the same information required of a candidate or political committee receiving such a contribution and, additionally, the name of the candidate or question supported or opposed. Reports required by this section shall be filed on dates on which reports by political committees making expenditures are required to report under this section."

INSTRUCTIONS

This form is to be prepared by any person (including organizations) who independently expend money to influence the election of any candidate or question appearing on the ballot **WHERE THE AMOUNT EXCEEDS \$100 DURING THE CALENDAR YEAR.**

You, the filer, must determine the appropriate date(s) to file this form by establishing the date when the expenditure(s) exceeded \$100. The date for filing this form is then calculated by reviewing the reporting dates for candidates and political committees to file reports at the election which you have expended money to influence.

If you do not intend to expend any additional money after completing this form, then you may indicate that this is your final report by checking the block marked "termination."

DETERMINING AMOUNT TO REPORT

You, the filer, are required to report the total amount which was expended as accurately as you can by reviewing any information which is available to you.

Schedule for Filing:

For Candidates and Political Committees:

First Reporting —

By Sixth Tuesday before election day. Reporting period closes the 50th day prior to the election.

(STATEWIDE CANDIDATES AND COMMITTEES SUPPORTING SUCH CANDIDATES ONLY)

Second Reporting Period —

File Second Friday before election day. Reporting period closes 15 days before the election.
(ALL CANDIDATES AND COMMITTEES SUPPORTING CANDIDATES)

Third Reporting Period —

File 30 days after election day. Reporting period closes 20 days after the election.
(ALL CANDIDATES AND COMMITTEES SUPPORTING CANDIDATES)

Annual Reporting Period —

File by January 31st of the following year. Include all receipts and expenditures up to December 31st.

Political committees and political action committees which file pre-election reports/statements must file at all subsequent reporting deadlines for that election.

LATE FILING PENALTY

A penalty 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 each of the first six days that a report is overdue will be assessed.

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



COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF STATE
HARRISBURG, PENNSYLVANIA
17120

SECRETARY OF THE COMMONWEALTH

February 22, 2000

The Honorable John R. McGinley, Chairman
Independent Regulatory Review Commission
14th Floor, Harristown 2
333 Market Street
Harrisburg, Pennsylvania 17101

Re: Proposed Rulemaking of the Department of State pertaining to Campaign Finance
Forms (16-22)

Dear Chairman McGinley:

Enclosed is one copy of a proposed regulation of the Department of State pertaining to campaign finance forms.

The Department of State, as always, will be pleased to provide your committee with any assistance it may require during the course of its review of this regulation. If you have any questions, please feel free to contact our Legislative Liaison, Jeff Cox, at 783-1771.

Sincerely,

Kim Pizzingrilli
Secretary of the Commonwealth

KMP/llb

Enclosures

c: The Honorable C. Michael Weaver
Deputy Secretary for Regulatory Programs
Joyce McKeever, Deputy Chief Counsel
Department of State
Richard Filling, Commissioner
Bureau of Commissions, Elections and Legislation

TRANSMITTAL SHEET FOR REGULATIONS SUBJECT TO THE
REGULATORY REVIEW ACT

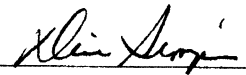
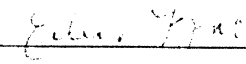

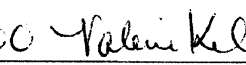
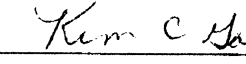
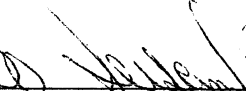
I.D. NUMBER: 16-22
SUBJECT: Campaign Finance Forms
AGENCY: DEPARTMENT OF STATE

RECEIVED
2000 FEB 22 PM 3 20
INDEPENDENT REGULATORY
REVIEW COMMISSION

TYPE OF REGULATION

- X Proposed Regulation
Final Regulation
Final Regulation with Notice of Proposed Rulemaking Omitted
120-day Emergency Certification of the Attorney General
120-day Emergency Certification of the Governor
Delivery of Tolled Regulation
a. With Revisions b. Without Revisions

FILING OF REGULATION

DATE	SIGNATURE	DESIGNATION
2-22-00		HOUSE COMMITTEE ON STATE GOVERNMENT
2-22-00		
2-22-00		SENATE COMMITTEE ON STATE GOVERNMENT
2-22-00		
2/22/00		INDEPENDENT REGULATORY REVIEW COMMISSION
		ATTORNEY GENERAL
2/22/00		LEGISLATIVE REFERENCE BUREAU

February 16, 2000