

A Guide to Campaign Disclosure



Illinois State Board of Elections

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INTRODUCTION

Review all sections of this instructional guide. It is important that you familiarize yourself with the information before you complete any required statements or reports described in this guide.

Illinois Campaign Disclosure law includes many requirements for reporting contributions and expenditures. This guide explains the obligations of political committees under the Illinois Campaign Disclosure Act (*PA 78-1183, effective September 3, 1974*). Political committees, candidates holding or seeking elective office, as well as groups supporting or opposing candidates or referenda will find this guide a useful reference tool.

If you have any questions that are left unanswered by this guide, do not hesitate to seek assistance from the State Board of Elections Campaign Disclosure Division. Problems can be avoided with early advice and use of the instructional materials available to you. All calls are strictly confidential.

Candidates for federal offices and committees active on the federal level should contact the Federal Election Commission.

Contact us

Springfield Office:
2329 S MacArthur Blvd
Springfield, IL 62704
(217) 782-4141

Chicago Branch:
100 West Randolph
Suite 14-100
Chicago, IL 60601
(312) 814-6440

www.elections.il.gov

facebook.com/illinoisbe

twitter.com/illinoisbe

Federal Committees:

Federal Election Commission
999 E Street, NW
Washington, DC, 20463
1-800-424-9530

www.fec.gov



WHO MUST FILE?

WHO IS COVERED BY THE ACT?

The Illinois Campaign Disclosure Act applies to candidates, individuals, groups of persons or any organizations, political or otherwise, who:

1. Have accepted contributions or made expenditures or independent expenditures in excess of \$5,000 within a 12-month period in support of or in opposition to a candidate or candidates for public office, or any question of public policy to be submitted to voters;
2. Have received or made expenditures in excess of \$5,000 within a 12-month period for electioneering communication; or
3. Have made independent expenditures in excess of \$5,000 within a 12-month period.

A contribution is cash, loans or anything of value received in connection with an election or for political purposes. Goods or services provided to the campaign or purchased on behalf of the campaign must be reported as in-kind contributions. Procedures for disclosing such contributions will be discussed later in this booklet. A candidate's personal contributions or loans to their campaign must also be disclosed and considered when determining if or when the threshold has been exceeded. Once the \$5,000 threshold has been exceeded, the Act requires that the committee file campaign disclosure documents with the State Board of Elections.

Please be aware that a committee may file with the Board prior to exceeding the \$5,000 threshold. Once on file with the Board, all committees must continue with required disclosure filings, regardless of whether they have ever reached the \$5,000 level.

An individual who makes independent expenditures supporting or opposing a particular candidate does not qualify as a committee, but is required to file a special written disclosure with the Board if the independent expenditures total more than \$3,000 in a 12-month period. This disclosure must be

filed within 2 business days of exceeding the \$3,000 threshold and must identify: the person making the independent expenditures as well as their employer and occupation, the public official or candidate supported or opposed, and the date(s), amount(s) and nature of each independent expenditure. Once the threshold is reached, the individual is required to report further expenditures in relation to the same election in \$1,000 increments until the conclusion of the election.

Records of financial transactions must be maintained from the beginning of the campaign in order to determine when the filing threshold has been reached.

WHO IS NOT COVERED BY THE ACT?

Individuals running for federal office are not covered, however some paperwork may still be required. The federal filing option is covered under Section 6 of the D-1 Form in this guide.

Corporations, associations, labor unions, or individuals who make political donations strictly from corporate profits, union treasury, or personal income. If an individual, corporation or labor union solicits funds to support or oppose a candidate or question of public policy, they are covered by the Act. Similarly, any entity other than a natural person that makes expenditures exceeding \$5,000 in a 12-month period supporting or opposing a public official or candidate is covered by the Act.

NOTICE OF OBLIGATION

At the time of filing, a candidate who files nomination papers in person will receive a notice of obligation to file campaign disclosure reports under the Campaign Finance Act. If the candidate files petitions by mail or if someone files the papers on behalf of the candidate, the notice of obligation will be sent to the candidate within two business days.

FORMING A COMMITTEE

The law requires that every political committee have both a chair and a treasurer. The same person may hold both positions and in most instances even be the candidate. No expenditure can be made without the authorization of the chair or treasurer. For this reason, financial transactions of the political committee cannot take place when a vacancy occurs in either office. Any change of chair or treasurer must be reported to the Board within ten business days, on an amended D-1 Statement of Organization. Rules dealing with the resignation, replacement or death of a committee treasurer can be found in Section 100.40 of the State Board of Elections Rules and Regulations.

The treasurer of a political committee is responsible for keeping detailed accounts, records, bills and receipts that will verify all information shown on official reports. The treasurer must maintain: (1) records that reflect total contributions received and total expenditures made by the political committee, and (2) internal records reflecting the full name, mailing address, date and amount of every donation received and expenditure made by the political committee, regardless of amount. The only exception is for receipts obtained from a Board-licensed raffle conducted by the committee. For such a raffle only, the treasurer is not required to maintain records of the name and address of contributors who purchase tickets in amounts totaling \$150 or less. The treasurer must maintain proof of payment (i.e. canceled checks, receipts, vouchers) for all expenditures.

Although the treasurer is typically responsible for filing a political committee's reports, this can be done by someone else. However, all committees are advised to have a backup plan in place, in the event that whoever normally files the reports is unable to do so. Medical problems or other emergency situations are generally not considered valid excuses for missing a report filing deadline, so having more than one person available and able to file a report is advisable.

The treasurer of a political committee should advise all campaign workers soliciting funds on behalf of the committee that a detailed record of money collected must be maintained so that accurate reports can be filed. A detailed record of all funds collected by campaign workers must be submitted to the treasurer within five days or upon demand. If a person other than the candidate, committee officers or committee employees receives or collects contributions on behalf of the committee without authorization and outside the presence of a candidate or sanctioned fundraising event, that person's name, address and occupation will also have to be disclosed. The treasurer must also inform all individuals participating in the fundraising activities of the political committee that (1) anonymous contributions are prohibited, (2) contributions made in the name of another person are prohibited, and (3) the use of public funds for political purposes is prohibited.

The treasurer should also be aware of possible additional reporting requirements with the Internal Revenue Service. Political organizations and committees may need to file special forms with the IRS, such as Forms 8871, 8872, 990 and 1120-POL. Complete information about IRS requirements is available by calling the IRS at 877-829-5500, or by visiting the IRS website at www.irs.gov.

Opening a separate segregated bank account is recommended when forming a political committee. The mixing of campaign funds with any personal funds of officers, members or associates of a political committee is prohibited. It is also recommended that in addition to the treasurer, the candidate be a signatory for a candidate-related committee's bank account. This helps ensure the candidate will always have access to the committee bank records, even if the chair or treasurer is replaced. When opening a campaign account, the financial institution chosen by the committee may require an employer identification number issued by the Internal



Revenue Service. This procedure eliminates the use of an individual's social security number attached to a campaign account that may result in a personal tax liability. To obtain an application for an employer identification number (Form SS-4) or for assistance, contact the IRS at 800- 829-4933.

All records related to the financial activity of a political committee must be preserved for two years. Records related to raffles must be preserved for three years.

SPONSORING ENTITY

In some cases, a political committee may have a sponsoring entity. A sponsoring entity is any person, group, organization, corporation or association (except another political committee) contributing at least 33% of the total funding of the political committee. A sponsoring entity must be identified by a political committee on its Statement of Organization (Form D-1).

DISCLOSURES IN POLITICAL COMMUNICATION

Any committee that makes an expenditure for any kind of communication directed at voters and mentioning the name of a candidate in the next upcoming election must ensure that the communication clearly identifies the committee as having paid for it. This applies to any committee that pays for any part of the advertisement, including its production and distribution. This disclosure is not required if the item is too small to contain it. The disclosure is also not required for telephone surveys that use random sampling or other scientific survey methods to gauge public opinion about a candidate or public policy question. Finally, this disclosure requirement does not apply to expenditures for preparation or distribution of any printed communication paid for by a political committee controlled by a member of the General Assembly, provided the communication is directed at constituents and is made in connection with the performance of governmental or public service functions. Vendors who produce political communications are required to keep records of the name and address of the person who made or requested the purchase and the amount paid.

SOLICITATION OF FUNDS

During the course of a campaign, activities may be planned to raise funds for the committee. If

the campaign solicits funds through ticket sales, literature, broadcast media, the Internet or other forms of political advertisement, the law requires that the following notice appear:

“A copy of our report filed with the State Board of Elections is (or will be) available on the Board’s official website (www.elections.il.gov) or for purchase from the State Board of Elections, Springfield, Illinois.”

This requirement applies only to fundraising solicitations.

A political committee may not solicit or accept contributions or make expenditures on behalf of a candidate without that candidate’s written authorization. If the authorization is not given, the political committee must include a statement on all such campaign materials indicating that it is not authorized by the candidate and that the candidate is not responsible for the committee’s activities.

FUNDRAISING RESTRICTIONS

Constitutional office holders or candidates, members of the General Assembly or candidates, a political caucus of the General Assembly, or a political committee on behalf of any of those, may not hold a fundraising function in Sangamon County on any day the legislature is in session. This ban runs each year from February 1 through the later of the adjournment dates of either house of the spring session, and during the entire fall veto session.

Members of or candidates for the General Assembly whose districts are located entirely within Sangamon County are exempt from this limitation, but only between June 1 and the first day of the fall veto session.

No candidate, public official, state employee or agent of any political organization may intentionally solicit, accept or offer contributions on state property. The only exception to this is if it occurs in a portion of a building that has been rented or leased from the state by a private person or entity.

Certain state and local government employees are barred from knowingly soliciting or receiving political contributions from a person engaged in a business activity over which the employee has regulatory authority. This ban applies to salaried employees of State executive branch constitutional offices and employees of chief executive officers of counties, townships or municipalities.

In addition, businesses that have existing contracts or bids on contracts valued at more than \$50,000 a year are prohibited from making contributions to the public official (or his/her political committee) or candidates for the office responsible for awarding the contract.

CONTRIBUTION LIMITS

Notwithstanding the other fundraising restrictions, most political committees face contribution limits that restrict the amount of money they can accept from various sources. These limits are determined by the type of committee receiving the contributions, as well as the source of the contributions. For more information about committee types, please refer to the committee designation section of this brochure, on page 11.

Contribution limits are based on election cycles. For most types of committees, an election cycle equals a calendar year. However, for Candidate Political Committees, election cycles depend on the office being sought by the candidate supported by the committee. The table below can be compared with upcoming election dates available on our website:

	First Cycle	Second Cycle
Candidate office elected at General Election/Primary	January 1 st following a General Election in which candidate seeks office* through day of General Primary	Day after General Primary through December 31 st following a General Election in which candidate seeks office*
Candidate office elected at Consolidated Election/Primary	July 1 st following a Consolidated Election for which candidate seeks election through day of next Consolidated Primary for that office	Day after Consolidated Primary for office to which candidate seeks nomination or election through June 30 th following Consolidated Election held that year
Candidate office seeking retention (Judicial Candidates)	January 1 st following General Election when candidate was elected through day candidate files declaration of intent to seek retention	Day after declaration of intent filed through December 31 st following retention election
Political Party and Political Action Committees	January 1 st through December 31 st	No second cycle
Ballot Initiative and Independent Expenditure Committees	No limits therefore no cycles	No limits therefore no cycles

***Note:** Candidates seeking office in the General Assembly have their election cycle reset every general election regardless of participation.

The contribution limits, per election cycle, are as follows:

Candidate Political Committee

Contribution Limit	Source	Notes
\$6,000	Individuals	Does not include self or immediate family members. See Self-funding below.
\$12,000	Corporation, labor organization, or association	Limit is tracked separately from a PAC controlled by any source in this category
\$59,900	Candidate Political Committee or Political Action Committee	
Unlimited	Political Party Committee	Except during an election cycle in which the candidate seeks nomination at a primary election. *

*During an election cycle in which the candidate seeks nomination at a Primary Election the limits from a Political Party committee are as follows:

\$239,900	To a candidate for statewide constitutional office
\$150,000	To a candidate for the Illinois Senate, Supreme Court or Appellate Court in Cook County, County-wide offices in Cook County
\$90,000	To a candidate for the Illinois House, Supreme Court or Appellate Court outside Cook County, local offices within Cook County, or County-wide offices outside of Cook County
\$59,900	To any other candidate

A candidate for the General Assembly may only accept contributions from one Legislative Caucus Committee.

Contributions to a Candidate Political Committee from a Ballot Initiative Committee or Independent Expenditure Committee are prohibited at any time.

Self-funding Candidates: A candidate/public official or their immediate family members (spouse, parent or child) can make unlimited contributions to that public official or candidate's political committee. However, if these contributions total more than \$100,000 (\$250,000 for statewide constitutional offices) during the 12 months prior to an election the candidate is considered a "self-funding candidate" and must file the appropriate paperwork. A Notification of Self-funding details each contribution (including loans) made by the candidate or their immediate family and **must be filed within one day of passing the threshold.**

The Board will then post the notification on its website and give official notice to each candidate for the office in question, removing the normal contribution limits for those candidates. If the self-funding notification is filed during a primary election cycle, and the candidate who filed the notification is nominated at the primary election, the removal of contribution limits will carry over through the general or consolidated election cycle.

Additionally, if an individual or Independent Expenditure Committee makes independent expenditures supporting or opposing a particular candidate during an election cycle that total more than \$250,000 (for statewide offices) or \$100,000 (for all other offices), the individual or Independent Expenditure Committee must file a written disclosure with the State Board of Elections within 2 business days. The Board will then post the notification on its website and give official notice to each candidate for the office in question, removing the normal contribution limits for those candidates for the remainder of the election cycle.

Contribution limits may also be removed if the Board determines that an aggregate of independent expenditures by individuals and Independent Expenditure committees exceed the threshold levels listed above. In such a case, a similar notification will be posted on the Board’s website and all affected candidates will be sent notice.

Political Party Committee

Contribution Limit	Source	Notes
\$12,000	Individuals	
\$24,000	Corporation, labor organization, or association	Limit is tracked separately from a PAC controlled by any source in this category
\$59,900	Political Action Committee	
Unlimited	Political Party Committee or Candidate Political Committee	Contributions to a Legislative Caucus Committee from another Legislative Caucus Committee are prohibited.
Unlimited	Affiliated federal party committee established under the Federal Election Code by the same party	

Contributions to a Political Party Committee from a Ballot Initiative Committee or Independent Expenditure Committee are prohibited at any time.

Political Action Committee

Contribution Limit	Source	Notes
\$12,000	Individuals	
\$24,000	Corporation, labor organization, association, or Political Party Committee	Member dues and similar assessments fall under a special “conduit rule” *
\$59,900	Political Action Committee or Candidate Political Committee	

Contributions to a Political Action Committee from a Ballot Initiative Committee or Independent Expenditure Committee are prohibited at any time.

*A corporation, labor organization, association or a Political Action Committee established by one of those three is allowed to act as a conduit to gather and deliver contributions (to a PAC) made through dues, levies or similar assessments. The group acting as the conduit must maintain a list of all the people or groups that paid the dues, levies or similar assessments. For reporting purposes, the Political Action Committee receiving the contributions can report the contributions as an aggregate total from the group, except that contributions from individual contributors that exceed \$500 in a reporting period cannot be reported in the aggregate and must be itemized instead, and provided that none of the contributions making up the total exceeds the normal contribution limits.

Ballot Initiative Committee

Unlimited from any source at any time.

Ballot Initiative Committees are unable to make contributions to any other type of political committee.

Independent Expenditure Committee

Unlimited from any source at any time.

Independent Expenditure Committees are unable to make direct contributions to candidates or committees, with the exception of other Independent Expenditure Committees or Ballot Initiative Committees. Independent Expenditure Committees are also unable to make coordinated expenditures (expenditures made in connection, consultation, or concert with or at the request or suggestion of a public official, candidate, committee, campaign or an agent of any of the aforementioned.)

IMPORTANT!

A committee that receives a contribution in excess of the allowable limit must return the excess portion to the original contributor, or donate a like amount to charity. If this is done within 30 days of the Board sending notice to the committee about the excess contribution, no contribution limit violation will have occurred. Failure to dispose of the excess amount results in a contribution limit violation, requiring the committee to escheat the excess portion to the General Revenue Fund and subjecting the committee to a civil penalty of up to 150% of the excess contribution amount.

FILING THE STATEMENT OF ORGANIZATION (D-1)

Once it has been determined that your campaign has exceeded \$5,000 in either receipts or expenditures it must file a Statement of Organization (Form D-1) with the State Board of Elections within 10 business days. If a committee exceeds the above threshold within the 30 days prior to an election, the Statement of Organization must be filed within 2 business days. Failure to file or late filing of a Statement of Organization will result in the committee being assessed a civil penalty by the Board. A Statement of Organization may be filed in person, by fax (at 217/782-5959) or by e-mail (at D1@elections.il.gov).

When preparing the Statement of Organization, it is important to remember that all official documents will be sent to the mailing address listed on the form. It is therefore important to make sure the address given is correct and kept up-to-date. Some committees have found that since the treasurer is the person responsible for complying with the law, official forms should be mailed to their attention – preferably at their residence. Mailing official notices directly to the treasurer of the political committee can also eliminate possible time lags.

In the address section of the D-1 form, you also have the option to request that all report notifications be sent to your committee via e-mail, rather than postal mail. Simply check the box and provide the e-mail address you wish to use.

The Statement of Organization (Form D-1) consists of eleven sections that require information concerning the structure and purpose of a political committee as follows:

SECTION 1

DATE COMMITTEE CREATED

A political committee's date of creation is the date the \$5,000 threshold is exceeded. Therefore, an organization that receives a contribution on September 1st that places it over the \$5,000 threshold would have an official date of creation of September 1st. In-kind contributions and any funds expended by a candidate on their own behalf are included in determining if the threshold has been reached.

SECTION 2

FUNDS AVAILABLE AS OF CREATION DATE

This amount cannot exceed \$5,000. Why? The requirements to disclose contributors and committee expenses take effect once the committee has accepted contributions or made expenditures in excess of \$5,000. The contribution or expenditure that places the committee over the threshold is the first item reported. This section should therefore contain the amount of funds the committee has just prior to receiving the first reported contribution or expenditure.

	Funds on Monday	Transactions on Tuesday	Reported starting balance
Example 1	\$0	\$5,800 Donation	\$0
Example 2	\$4,800	\$600 Expense \$250 Donation	\$4,200*

*Note that in "Example 2" the committee's bank account may have never gone over \$5,000, but the committee will still have a filing obligation with the state. The threshold is calculated in aggregate regardless of any expenses the committee may incur between donations.

SECTION 3

NEW COMMITTEE / REACTIVATING / AMENDMENT

Mark the appropriate box here depending on whether you are filing for the first time, activating a previously finalized committee, or amending the information of a currently active committee.

If you are amending a previously filed Statement of Organization due to changes (such as mailing address, new officers etc.), aside from the name and mailing address of the political committee it is only necessary to complete those sections that have changed. Amended D-1s must be filed with the State Board of Elections within 10 days of the change.

SECTION 4

COMMITTEE DESIGNATION

Are you a Candidate, Political Party, Political Action, Independent Expenditure, or Ballot Initiative Committee?

CANDIDATE

A candidate or any other person or group designated by a candidate to accept contributions or make expenditures on behalf of the candidate would qualify as a Candidate Political Committee. The committee's name must include the name of the candidate supported, and if the candidate creates more than one committee, each committee must include the name of the office being sought. Candidates can only establish one Candidate Political Committee for each office sought or held per election cycle. If a candidate creates one committee to seek multiple offices in different elections, then the candidate must designate an election cycle for the committee, corresponding to an office being sought. This cycle will then be used to determine reporting requirements and contribution limits for the committee.

PARTY

A state or county central committee of a political party, a committee formed by a ward or township committeeman of a political party, or a legislative caucus committee formed by members of the Illinois Senate or House, would qualify as a Political Party Committee. The committee's name must include the name of the political party that forms it. Each state, county, ward or township group or legislative caucus forming a committee can only create one Political Party Committee.

POLITICAL ACTION

A person or group other than a candidate, party, candidate committee or party committee that makes contributions, expenditures or electioneering communications in excess of \$5,000 supporting or opposing candidates for public office would qualify as a Political Action Committee. The committee's name must include the name of the person(s) or group responsible for its formation. A person or group can only establish or maintain one Political Action Committee at any given time, unless the second committee formed is an Independent Expenditure Committee.

INDEPENDENT EXPENDITURE

An Independent Expenditure Committee is a special type of Political Action Committee that is allowed to accept unlimited contributions at any time from any source. However, an Independent Expenditure Committee is prohibited from making direct contributions to candidates or committees, with the exception of Ballot Initiative Committees or other Independent Expenditure Committees, and is similarly prohibited from making coordinated expenditures – defined as those made in connection, consultation, or concert with or at the request or suggestion of a public official, candidate, committee or their agent.

BALLOT INITIATIVE

A person or group supporting or opposing a question of public policy to be submitted to voters would qualify as a Ballot Initiative Committee. The committee's name must include a brief description of the public policy question and whether the committee is supporting or opposing it

SECTION 5

AREA OF ACTIVITY, SCOPE, AND PARTY AFFILIATION

If applicable, the counties or districts in which the committee will be operating should be

listed here. If the committee intends to operate statewide, that can be listed here as well.

If the committee has a political party affiliation, it can be disclosed in this section. In some cases, “non-partisan” may also be an appropriate listing under party affiliation.

Any sponsoring entities for the committee should also be disclosed in this section, along with their complete address.

SECTION 6

PURPOSE OF THE COMMITTEE

A statement should be made indicating the intent of the political committee. This statement may be simple or detailed. For example, a candidate-related committee may use a basic statement such as, “To support the candidacy of (candidate)”, or a more general statement such as, “To support candidates who share the ideology of our organization.”

Federal political committees making use of the federal filing option should indicate that intention here. The following statement is recommended: “Campaign financing reports will be filed pursuant to Section 100.60, Campaign Financing Regulations, Illinois State Board of Elections.”

SECTION 7

CANDIDATES SUPPORTING OR OPPOSING

For a single candidate-related political committee, simply list the candidate’s information here. If the political committee has been created to support or oppose a slate of candidates it is necessary to list each candidate the committee will be supporting or opposing. If more space is needed to do this an additional sheet may be attached.

If the political committee has been created as a PAC (political action committee) its support of specific candidates can change periodically. It is recommended that such committees simply insert a

statement to the effect, “To be determined by the political committee.”

SECTION 8

REQUIRED COMMITTEE OFFICERS

The law requires that every political committee have a chair and a treasurer, although the same person can hold both positions. In most cases a candidate may hold both positions, although judicial candidates are prohibited from holding an office in a political organization and should therefore review Canon 67 of the Code of Judicial Conduct.

It is important to provide accurate and current mailing addresses and telephone numbers for committee officers. This information must then be kept up to date as long as the committee is active.

SECTION 9

OTHER CUSTODIANS OF THE COMMITTEE

Staff of the Campaign Disclosure Division may want to communicate with a person who has access to the committee’s financial documents. The treasurer of the committee is the primary contact, but committees may utilize other resources. If an individual other than the treasurer has access to the financial records, provide that information here in Section 9.

SECTION 10

FINANCIAL INSTITUTION

All political committees must indicate where their funds will be maintained. This will include all financial institutions or repositories where funds may be invested. If any information in this section changes, complete the entire section including any previously reported institutions that are still being used by the committee.

SECTION 11

DISPOSITION OF RESIDUAL FUNDS

A political committee may file a Final Report if it no longer intends to raise or expend funds for political purposes. The committee must have a zero (\$0) ending cash balance and must have disposed of all assets in order to file a Final Report.

After the committee has paid its outstanding bills or fines and disposed of any physical assets, the law provides three methods of disposing of remaining funds:

1. return funds to contributors in an amount not to exceed their contribution(s),
2. transfer funds to another political committee,
3. donate funds to a charitable organization of the committee's choice.

Please remember that this section can be amended at a later date, so you are not "locked in" to the choice listed when the D-1 is first filled out.

Additionally, a committee which is owed money by another political committee must first forgive the debt and show the forgiven debt as a contribution to the debtor committee before finalizing.

FINAL STEP

VERIFICATION

Once all sections of the Statement of Organization have been completed, the D-1 form must be signed by the treasurer or candidate of the political committee and filed with the Board within 10 business days of the creation date of the committee. If the committee is formed within 30 days before an election, the Statement of Organization must be filed within 2 business days.

Ballot initiative Committees have an additional verification that must be signed by the chair of the committee. This verification states that 1) the committee has been formed to support or oppose

a public policy question, 2) all contributions and expenditures will be used for the purpose described in the Statement of Organization, and 3) the committee may accept unlimited contributions from any source provided it does not make any contributions or expenditures on behalf of a candidate.

Independent Expenditure Committees have an additional verification that must be signed by the chair of the committee. This verification states that 1) the committee has been formed for the exclusive purpose of making independent expenditures, 2) all contributions and expenditures of the committee will be used for the purpose described on the Statement of Organization, 3) the committee may accept unlimited contributions from any source, provided that the committee does not make contributions to any Candidate Political Committee, Political Party Committee or Political Action Committee, and 4) failure to abide by these requirements is a violation of the Disclosure Act.

IMPORTANT!

Once a Statement of Organization has been filed, a political committee must file all required reports, regardless of whether the candidate is on the ballot or whether the committee has actually exceeded the \$5,000 threshold, until it files a Final Report. Failure to do so will result in fines and potentially even ballot forfeiture.

FILING CAMPAIGN DISCLOSURE REPORTS

Once a Statement of Organization has been filed, the political committee will be required to complete reports disclosing contributions, expenditures, and any outstanding debts of the committee. All transactions for the committee that have an aggregate (cumulative) value in excess of \$150 must be itemized on various schedules as part of committee reports. The reports will disclose the financial activity of a committee during a specific reporting period, as outlined in the law. A calendar that provides the reporting periods for all filings is available from the Board.

QUARTERLY REPORTS

- Filed every three months
- Jan 1 – Mar 31
- Apr 1 – Jun 30
- Jul 1 – Sep 30
- Oct 1 – Dec 31
- Due on the 15th of each month following the quarter
- A Campaign Disclosure Calendar is always available on our website

One month prior to the reporting deadline, the Board will send notification to every political committee. Committees who choose to do so can have their notification sent via e-mail, rather than through postal mail. Notifications for committees that are not required to file electronically will include a packet of relevant forms. But remember that failure to receive notice from the Board does not excuse a committee from the obligation to file its reports in a timely manner.

WHAT TYPES OF REPORTS ARE REQUIRED?

All political committees are required to report their financial activity on official forms distributed by the State Board of Elections. The D-2 form (Report of Campaign Contributions and Expenditures) is the official form used by committees to disclose receipts, expenditures, debts, fund balances, and investments in any given

reporting period.

The main report filed is the Quarterly Report using the D-2 form which is due every three months (see panel on left). This form also allows a political committee to file Final Reports and amended reports. The two other important filings to be aware of are Schedule A-1s and Schedule B-1s. All of these are discussed below.

FINAL REPORTS may be filed at any time. It must indicate an ending balance of zero but may carry debts when finalizing. A final disposition of committee assets and the liquidation of any investments must also be disclosed. A Final Report should cover a reporting period beginning on the starting date of the most recent un-filed Quarterly Report or the committee's date of creation, whichever is later.

AMENDED REPORTS must be filed to correct any errors on a disclosure report. Some errors may not require the filing of a complete amended report, but may be resolved instead through written correspondence. It is recommended that officers of a committee contact our staff with any questions about amending reports.

A-1 REPORTS must be filed any time a committee receives a contribution of \$1,000 or more from a single source. This applies to committees of all types, regardless of whether the committee is participating in a particular election. The A-1 requirement applies to all types of contributions (including loans, personal money and in-kind contributions) and includes any contribution from a candidate to their own committee.

SCHEDULE A-1

- Filed within 5 business days
- Filed within 2 business days in the 30 days before an election
- May be hand delivered, filed electronically, or faxed to 217-782-5959
- If mailed, it is not deemed received until it arrives in our office

The Schedule A-1 requires the name and mailing address of the contributor and the date and amount of the contribution. Each contribution of \$1,000 or more is treated as a separate filing obligation for the committee, but multiple contributions may be included on the same Schedule A-1. Remember that committees required to file other reports electronically are also required to use electronic filing for A-1s.

A-1 reports must normally be filed within 5 business days. However, if a committee participates in an election they must be filed within 2 business days during the 30 days leading up to that election. Participation exists if the following is true:

1. It is supporting or opposing a candidate or public policy question on the ballot, or
2. It makes expenditures in excess of \$500 on behalf of or in opposition to a candidate or public policy question on the ballot.

B-1 REPORTS must be filed if a political committee makes independent expenditures totaling \$1,000 or more. This filing is due within 5 business days after making the independent expenditure, except that if the independent expenditure is made within the 60-day period before an election, the B-1 is due within 2 business days. The Schedule B-1 requires the name and mailing address of each person, group or business to which an expenditure was made, as well as the date, amount and purpose of each independent expenditure. The name of each candidate supported or opposed by the independent expenditure must also be provided, along with the office (and district if applicable) sought by that candidate. Each independent expenditure of \$1,000 or more is treated as a separate filing obligation for the committee. A Schedule B-1 must be filed electronically.

Sample filings of reports discussed have been included at the end of this manual.

WHERE WILL I FILE MY REPORTS?

All Illinois political committees, regardless of designation, file their disclosure reports with the State Board of Elections. There are no disclosure filings with county clerks. Reports can be filed with the Board offices in Springfield or Chicago.

All reports required by law must be in the possession of the State Board of Elections on or before

the due date. However, a Quarterly Report received late will be considered on time if it is postmarked at least 72 hours prior to the filing deadline. If a report is sent by an overnight delivery service, it should be sent to the Illinois State Board of Elections at 2329 S MacArthur Blvd, Springfield IL 62704. A D-1 Statement of Organization may be faxed or emailed (D1@elections.il.gov). A schedule A-1 may be faxed unless the committee is required to file its reports electronically. **Failure to file reports in a timely fashion can result in the Board assessing a fine.**

If a committee qualifies as a political committee in Illinois and is also required to file reports with the Federal Election Commission (Federal Political Committee), it may exercise what is called the “federal filing option”. A committee exercising this option is only required to file a Statement of Organization (form D-1) with the State Board of Elections, and indicate on that form (in Section 6) that they will be using the federal filing option. Thereafter the committee would only file the required federal reports with the FEC, with one exception – if the committee makes independent expenditures totaling \$1,000 or more in relation to state or local candidates or ballot issues in Illinois, it must file a Schedule B-1 to report them. This filing can be done via mail or fax to the State Board of Elections.

ELECTRONIC FILING

Any political committee which at any time during any reporting period has a balance of \$10,000 or more or reaches \$10,000 or more in receipts or expenditures must file campaign disclosure reports electronically. Once a committee has crossed the threshold requiring it to file electronically it must continue to file all reports electronically until the committee dissolves, even if it drops back below the threshold. If a committee is required to file electronically, paper filing of reports from that committee will no longer be accepted (with the exception of written correspondence and D-1 forms). An electronic filing system (IDIS) is available at no cost on the State Board of Elections website, www.elections.il.gov, and committees are encouraged to file electronically even if they are not required to do so.

ITEMIZED VS NON-ITEMIZED

Under normal circumstances, a committee will need to disclose the details of each receipt and expenditure on the appropriate Schedule form within

THE BENEFITS OF ELECTRONIC FILING

✓ Paperless

✓ File right up until 11:59pm

✓ No more using fax machines

✓ File from anywhere

✓ Pop-up alerts

✓ Math is calculated automatically

✓ Find and fix errors more easily

✓ No losing reports in the mail

Learn more online or in the electronic filing guidebook

the Quarterly Report. However, if the entity giving or receiving the money does not reach an aggregate of \$150 during a single reporting period, it may be reported as non-itemized. This sum is then given on a single lump sum line for each transaction type and then added in to the totals for the quarter. Refer to the sections on specific types of receipts and expenditures for more details on itemizing transactions.

Reporting a transaction as non-itemized does not alleviate the legal requirement for the treasurer to keep all financial records for at least 2 years. It simply removes the requirement to report these small dollar amounts in detail.

DATE OF RECEIPT

It is very important to accurately list the date a contribution was received. For a cash contribution, the date of receipt is the date the money is deposited in a financial institution. If the cash is not deposited, the date of receipt is the date the cash was given to an authorized member of the committee. In the case of a contribution made by check or money order, the date of receipt is the date the money is either deposited or the check is cashed and the money becomes available to the committee. If the committee receives contributions through credit cards or some other entity used for processing monetary contributions, the date of receipt is the date the committee receives notification that the contribution was deposited.

When dealing with in-kind contributions where the committee does not actually obtain possession of the goods or services, the date of receipt is the date the recipient committee receives notification of the in-kind contribution from the contributor. Contributors are required to provide

that notification within five days of making the contribution. If no notice is received, and the recipient committee does not actually obtain possession of the goods or services, the date of receipt is considered to be the date the candidate, public official or committee officers obtain knowledge of the in-kind contribution. If the contributed goods are actually received by the committee, the date of receipt is the date the goods are transferred to the possession of the committee. A contribution of services is considered to be made on the date the services are actually performed. When reporting in-kind contributions, in addition to reporting the date of receipt, as defined above, the description of the in-kind must also list the date the contribution was actually made. In-kind contributions are discussed in greater detail later in this guide.

TYPE OF CONTRIBUTION	DATE ON REPORT
Cash	Date money is deposited in bank
Cash (never deposited)	Date money is officially given to committee
Check/Money Order	Date of deposit in bank, or day of cashing if money not deposited
Credit Cards or similar electronic transfer	Date committee is notified of deposit
In-Kind (goods)	Date goods are transferred to committee
In-Kind (no goods)	Date committee receives notification of the contribution

THE QUARTERLY AND FINAL REPORT

The D-2 Form (Report of Campaign Contributions and Expenditures) can be completed in 9 simple steps. A review of these items will assist you in understanding and preparing your first report.

STEP 1 *TYPE OF REPORT*

Check the appropriate box indicating the type of report your political committee is filing; Quarterly Report (also circle which quarter – 1st, 2nd, 3rd, or 4th), Final, or an amendment of one of the previous reports. If the report is an amendment, you will also need to fill out an additional form to describe the information being amended (see Supporting Schedules / Forms later in this guide.)

STEP 2 *NAME AND ADDRESS*

These forms may be pre-printed or you may manually write in the name and address here, but print clearly and use black ink. Verify the information and if it is not accurate, simply place a mark in the square “address change” and make appropriate changes. This alleviates the need to submit a D-1 form in the event of an address change.

STEP 3 *REPORTING PERIOD*

Each report of campaign contributions and expenditures filed by a political committee will disclose the financial transactions for a specific reporting period. Each report filed must have both a beginning and ending date. For most reports these dates will coincide with the quarter (i.e. Jan 1st – Mar 31st). The exceptions to this are on the first report filed by a committee and the Final Report.

On the first report filed by a committee, mark the beginning date as the date of creation. This date should match the creation date that was reported on

the D-1 Form (Statement of Organization). Therefore, if a committee crosses the \$5,000 threshold on the 14th of February their first Quarterly Report will cover all transactions between February 14th and March 31st.

The Final Report is handled in much the same way. If a committee is finalizing on the 23rd of May, their report will cover all transactions between April 1st and May 23rd.

STEP 4 *CASH AVAILABLE AT THE BEGINNING OF THE REPORTING PERIOD*

Committees must report their available cash as of the start of each reporting period. Remember that in the case of a Quarterly Report, the cash available at the beginning of the reporting period should be identical to the funds available at the close of the reporting period from the previous Quarterly Report. For a committee filing its first campaign disclosure report this amount should match that reported in section 2 of their D-1 Form (Statement of Organization).

STEP 5 *RECEIPTS*

Section A of the Form D-2 (part 1 through 4) is used to disclose all income received by the political committee through monetary transactions. Funds received by a committee are reported in four categories: individual contributions, transfers-in, loans received and other receipts. If filing on paper it is generally recommended to complete each required Schedule form before filling in the totals on the D-2.

INDIVIDUAL CONTRIBUTIONS are donations made by friends, family members, corporations, labor unions, associations and other people or organizations. This will include money collected at fund-raising events. Any donations received by the committee that exceed \$150 in an aggregate amount from a single source must be itemized on a Schedule A.

The Schedule A requires the identification of the contributor by name, mailing address, date, and

RECEIPTS EXAMPLE

ITEMIZED RECEIPTS FULL NAME, MAILING ADDRESS AND ZIP CODE	DATE RECEIVED	AMOUNT OF EACH RECEIPT	AGGREGATE AMOUNT FOR THIS REPORTING PERIOD
James Smith 100 W 45th Chicago, IL 60606	10/1/16	\$525.00 EMPLOYER: Smith, & Brown, LLP	\$525.00 OCCUPATION: Partner, Attorney
Sally Jones 214 Wayne Berwyn, IL 61005	11/3/16	\$140.00	\$280.00
	12/6/16	\$140.00	\$280.00
ATCO Corp. 1 N. Canal Wilmette, IL 60699	10/21/16	\$501.00	\$751.00
	11/2/16	\$250.00	\$751.00

amount of the contribution as shown above.

coming directly from PayPal.

In addition, if the contributor is a person who contributed more than \$500, the occupation and the employer of that person must be listed. If, after making written and/or oral requests for this information (as outlined in Section 100.160 of our rules and regulations), the occupation and employer are still unknown, include a statement that the committee has made a good faith effort to obtain the information.

When completing a Schedule A, mark the appropriate box indicating the receipt type, itemize only those contributions that exceed \$150 in an aggregate amount during the reporting period, and report the total amount of itemized contributions for a specific part on the bottom line of the last page of the Schedule A, and also on the Form D-2.

All individual contributions received by the committee from a single source that do not exceed \$150 (non-itemized) during the reporting period are totaled and reported on the D-2, line 1b.

In the case of contributions received through PayPal or similar services where a fee is deducted from each contribution be sure to report the gross amount contributed by the individual or group. Any fees deducted should be reported separately under Part 8 – Expenditures. Similarly, if contributions are received through any other conduit or service such as PayPal, remember that the original source for the money must be disclosed – do not list receipts as

TRANSFERS IN include any monetary donations received from another political committee. Loans and in-kind donations from political committees are listed in their own separate section.

As with individual contributions, transfers in are separated by itemized and non-itemized. The only difference in filling out the schedule A is that no requirement exists for reporting employer and occupation.

Many political committees receive donations from organizations whose names may cause confusion. Is the Committee for World Justice a registered political committee? Is the People for Ethics in Government a registered political committee? If this situation arises, remember that the concern is for disclosure. First and foremost, ensure the contribution gets reported, even if you are not absolutely certain in which category to report it. Secondly, you are always welcome to contact the Board of Elections to ask for assistance in filling out reports.

LOANS RECEIVED are funds received by the political committee with an obligation or expectation of repayment. Loans can be made to the committee from sources such as the personal funds of a candidate, friends, family, another political committee, or a lending institution. Any loan received by the committee that exceeds \$150 in an aggregate amount during a reporting period must be itemized on a Schedule A.

LOANS RECEIVED EXAMPLE

ITEMIZED RECEIPTS FULL NAME, MAILING ADDRESS AND ZIP CODE	DATE RECEIVED	AMOUNT OF EACH RECEIPT	AGGREGATE AMOUNT FOR THIS REPORTING PERIOD
John Wind 100 Wood Ave. Cicero, IL 60075	10/19/16	\$2,000.00 EMPLOYER: General Steel, Inc	\$2,000.00 OCCUPATION: Superintendent
Mark Collins 165 Chestnut St Chicago, IL 60611 c/o 1st Chicago Bank 200 S Burbank Chicago, IL 60023	10/19/16	\$5,000.00 EMPLOYER: Middlebury Corp.	\$5,000.00 OCCUPATION: Chief Financial Officer

****IMPORTANT****: When disclosing loans on a Schedule A, any endorser of such funds must be included. The above example indicates that Mr. Mark Collins guaranteed the loan made to the political committee from the 1ST Chicago Bank.

In addition, any individual who has loaned or endorsed more than \$500 must have their occupation and employer listed. If, after making written and/or oral requests for this information (as outlined in Section 100.160 of our rules and regulations), the occupation and employer are still unknown include a statement that the committee has made a good faith effort to obtain the information.

All loans received by the committee that do not exceed \$150 (non-itemized) during a reporting period are totaled and reported on the D-2 Form, line 3b.

OTHER RECEIPTS are funds coming in to the committee account that do not fall in to the above categories. What does a political committee do with interest accrued on a savings account? How does a committee report interest paid on a Certificate of Deposit? Dividends on stock or mutual funds? How does a committee report returned deposits on telecommunications equipment? Security deposit on rent? The liquidation of investments? The disposition of assets on a Final Report? Or simply a voided check? These are all reported in Part 4 of the D-2.

All “other receipts” that do not exceed \$150 (non-itemized) during a reporting period are totaled and reported on the Form D-2, line 4b. If interest is earned on invested campaign funds, the committee must also file an Internal Revenue Service report and an Illinois Department of Revenue report.

TOTAL RECEIPTS are simply the total of all cash transactions the committee has made during this reporting period. An addition of parts 1 through 4 should reflect total receipts deposited by the committee in its account. By matching deposit slips to the reporting period of the D-2, the committee should be able to verify the totals indicated on the D-2. If a discrepancy exists, do not hesitate to contact Board staff for assistance.

IN-KIND CONTRIBUTIONS include anything of value, other than cash, donated to the political committee. Generally speaking, it will be goods or services provided to the committee free of charge – such as a friend who provides campaign printing at no charge or a real estate agent who provides campaign office space rent-free. If a vendor sells anything of value to the committee at a charge less than the actual cost, the difference would be considered an in-kind contribution. An exception is made for food and beverages as long as the price given to the committee is not less than what the vendor paid.

Any in-kind contributions received by the committee that exceed \$150 in an aggregate amount during the reporting period must be itemized on a Schedule I. The Schedule I requires the identification of the contributor by name, mailing address, vendor (if applicable), date of receipt, description of the in-kind, the ascertainable market value, and the date the contributor actually purchased the goods or services (**This second date should be listed in the description field**). If the in-kind donation has no ascertainable market value, it should be

IN-KIND EXAMPLE

FULL NAME, MAILING ADDRESS, AND ZIP CODE	DATE RECEIVED	AMOUNT OF EACH RECEIPT	AGGREGATE AMOUNT FOR THIS REPORTING PERIOD
CONTRIBUTOR: Tony Jones 45 Trailridge Rd Springfield, IL 62704	11/13/18	\$550.00	\$550.00
		EMPLOYER: U-Save Auto Sales	OCCUPATION: Sales Manager
VENDOR PAID (if applicable) ABC Printing 45 Adams St Springfield, IL 62796	Description: Printing done on 11/8/18		
CONTRIBUTOR: JD Realtors 21 N. 37 th Chicago, IL 60603	12/1/18	\$300.00	\$300.00
		EMPLOYER:	OCCUPATION:
VENDOR PAID (if applicable)	Description: Office Space on 11/30/18		
CONTRIBUTOR: Mary Sanders 102 S Lowe Joliet, IL 60607	12/13/18	\$325.00	\$325.00
		EMPLOYER:	OCCUPATION:
VENDOR PAID (if applicable)	Description: Four (4) Metal Desks Two (2) File Cabinets Given on 12/8/18		

reported by using a description of the item, service or goods contributed.

In addition, if the contributor is a person who contributed more than \$500, the occupation and employer of that person must be listed. If, after making written and/or oral requests for this information (as outlined in Section 100.160 of our rules and regulations), the occupation and employer are still unknown, include a statement that the committee has made a good faith effort to obtain the information.

The contributor of any in-kind contribution must notify the recipient of the contribution within 5 business days. The notification/certification must include the name and address of the contributor, the name and address of the vendor, the ascertainable/certified market value, a description of the goods or services, and the date of the expenditure. If the recipient receives no notice from the contributor, the in-kind contribution must still be reported. The in-kind contribution is then considered to have been made on the date the recipient candidate, public

official or committee officers obtain knowledge of the in-kind contribution, but only if the committee does not actually obtain possession of the goods or services. If the committee does receive the actual goods or services, the contribution is considered made on the date the recipient receives the goods or the date the services are actually performed. A committee receiving an in-kind contribution should base its “date received” on the date the committee receives the notification, rather than the date listed on that notification.

Once again, there should be two dates reported for each instance of an in-kind; one for the date of receipt and one for the day the contributor actually purchased said goods or services.

The following page has a list of some of the things that can be exempted from reporting as an in-kind contribution. This list is not comprehensive. In-kind contributions may take various forms. If your committee has any questions concerning the reporting of in-kind contributions, contact our staff for assistance.

NOT AN IN-KIND

- Any individual volunteering their free time and personal services (i.e. answering phones, distributing campaign material, or helping at fund raisers).
- Activities sponsored on a residential premise which do not exceed \$150.
- Unreimbursed payments to volunteers for expenses related to travel.
- A news story, commentary, endorsement, or editorial of any broadcasting station, newspaper, magazine, or other periodical.
- Publications by membership organizations such as unions and corporations sent only to its members, employees, stockholders, etc.
- The occasional use of real property to convey information to those associated with the campaign.

1. In violation of any law;
2. Clearly in excess of fair market value;
3. To repay any personal loans or to repay any debts other than loans to the committee on behalf of the committee or repayment of goods and services purchased by the committee under a credit agreement;
4. For a personal residence;
5. For clothing or personal laundry expenses;
6. For personal travel;
7. For membership or club dues for organizations primarily engaged in providing health, exercise, or recreational services;
8. For anything which a person has already been reimbursed;
9. For purchase of a motor vehicle;
10. For tuition or other educational expenses;
11. For payment to anyone unless for compensation for services actually rendered.

STEP 6

EXPENDITURES

Section B of the Form D-2 (parts 6 through 9) is used to disclose all disbursements made by the political committee. Funds expended are reported in four categories: transfers out, loans made, expenditures, and independent expenditures. Be aware that there are specific types of expenditures that are prohibited. In general, the prohibitions regarding campaign funds state that those funds may not be expended:

Officeholders, candidates and committees are allowed to spend campaign funds to offset the “customary and reasonable” expenses of an officeholder carrying out their governmental duties or performing public service functions. For example, a member of the General Assembly may use campaign funds to operate a district office. For more information about expenditures and for a more detailed explanation of the prohibitions, read section 9-8.10 of the Campaign Disclosure Act.

TRANSFERS OUT are the opposite of transfers in (Section A, part 2). Any money given directly from one committee to another political committee is a

TRANSFERS OUT EXAMPLE

ITEMIZED EXPENDITURES FULL NAME, MAILING ADDRESS, AND ZIP CODE	DATE OF EXPENDITURE	PURPOSE	BENEFICIARY	AMOUNT OF EACH EXPENDITURE THIS REPORTING PERIOD	AGGREGATE AMOUNT THIS REPORTING PERIOD
Citizens for Change 100 W. Lile Chicago, IL 60578	10/01/18	Donation	Citizens for Change	\$200.00	\$200.00
Citizens for Jones 100 N. Webster Springfield, IL 62701	10/06/18	Donation	Citizens for Jones	\$100.00	\$250.00
	11/12/18	Donation	Citizens for Jones	\$150.00	

transfer out. A loan made to another committee is reported as such in Part 7 (loans made), not as a transfer out.

Any transfers out made by the committee that exceed \$150 in an aggregate amount during the reporting period must be reported (itemized) on a Schedule B. The Schedule B requires the name and mailing address of each recipient of committee funds, purpose, beneficiary, date and amount of each transfer out.

All transfers out made by the committee that do not exceed \$150 (non-itemized) during a reporting period are totaled and reported on the D-2, line 6b.

LOANS MADE by the political committee that exceed \$150 in an aggregate amount during a reporting period must be reported (itemized) on a Schedule B.

Any loans made by the committee that do not exceed \$150 (non-itemized) during a reporting period are totaled and reported on the D-2, line 7b.

EXPENDITURES make up all other disbursements of the committee and are reported in part 8 (with the special exception of independent expenditures). Any expenditure made by the committee in excess of \$150 in an aggregate amount during the reporting period must be reported (itemized) on a Schedule B.

In the example on the following page, why are the beneficiaries different? The first three and last four relate to expenditures made to benefit the political committee filing the report. The fourth entry indicates expenditures made by the committee to benefit another committee or candidate. Such disbursements are considered expenditures made on behalf of another committee or candidate. Within 5 business days of making an

expenditure on behalf of a political committee, or within 5 business days of contributing goods or services to a committee, the contributor must certify the value of the contribution to the committee. This notification must include the name and address of the contributor, the vendor paid (if applicable), a description and market value of the goods or services, and the date on which the contribution was made. Such expenditures would be considered in-kind contributions by the receiving committee or candidate.

How do you report credit card expenses? As an example, a candidate charges \$490.00 of campaign expenses on MasterCard. The treasurer receives a monthly statement indicating the following campaign expenses: Peoples' Air Express (\$225.00); Low Budget Car Rental (\$55.00); Comfort Inn (\$165.00); and Blue Plate Oyster Bar (\$45.00). You would report the actual expenses paid to Peoples' Air Express, Low Budget Car Rental, Comfort Inn and Blue Plate Oyster Bar. However, only the Peoples' Air Express and Comfort Inn expenditures would be itemized on a Schedule B because they exceed \$150. The amounts paid to Low Budget Car Rental and Blue Plate Oyster Bar totaling \$100 would simply be reported in the non-itemized section of the D-2, Section b, part 8b. Except for interest payments and fees, you should not show expenditures as being paid directly to a credit card.

The same process that applies to credit card expenses also applies to reimbursed expenses of candidates or a campaign worker. Report the actual expenses and itemize those expenses that exceed \$150. You should not list an expenditure that only has "reimbursement" as its purpose.

How do you report the purchase of a certificate of deposit, stock, security or mutual fund? This transaction would be reported as all other

EXPENDITURES EXAMPLE

ITEMIZED EXPENDITURES FULL NAME, MAILING ADDRESS, AND ZIP CODE	DATE OF EXPENDITURE	PURPOSE	BENEFICIARY	AMOUNT OF EACH EXPENDITURE THIS REPORTING PERIOD	AGGREGATE AMOUNT THIS REPORTING PERIOD
Ace Hardware 300 Roper Chicago, IL 60133	10/02/18 11/06/18	Staples Glue	Committee Committee	\$45.00 \$200.00	\$245.00
Tom Noonan 2 Ocean Dr Gary, IN 13233	10/03/18 11/05/18 12/05/18	Salary Salary Salary	Committee Committee Committee	\$400.00 \$400.00 \$400.00	\$12,000.00
1 st Chicago Bank 200 S. Burbank Chicago, IL 60023	10/30/18	Loan Repayment	Committee	\$5,000.00	\$5,000.00
Sir Speedy Printing 100 W. Clark Chicago, IL 60606	10/08/18 11/05/18	Printing Printing	Citizens for Jones People 4 Pike	\$250.00 \$250.00	\$500.00
Peoples' Air Express 14 N Water Clay, IL 6954	10/08/18	Airline Ticket	Committee	\$225.00	\$225.00
Comfort Inn 2346 Main Hope, IL 64969	10/11/18	Fundraiser Room Rental	Committee	\$1,000.00	\$1,000.00
First State Bank of Benld 205 Main St Benld, IL 62055	11/01/18	Certificate of Deposit	Committee	\$1,000.00	\$1,000.00
Dean Witter Reynolds Inc. 206 Peoria Rd Springfield, IL 62708	10/15/18	100 Shares GET at \$50.75 / share	Committee	\$5,075.00	\$5,075.00

transactions and itemized if the expense exceeds \$150. You must indicate the financial institution or brokerage house where the funds are invested, give a brief description, and include the number of shares or the type of investment. If the committee purchased a \$1,000 certificate of deposit from First State Bank of Benld or purchased 100 shares of GTE stock, it would be necessary to disclose this information. Furthermore, this information would also be reported on an Investment Schedule.

INDEPENDENT EXPENDITURES are defined as any expenditure made to expressly advocate for or

against the nomination or election of a clearly identified public official or candidate or question of public policy to be submitted to the voters, provided that the spending is not made in coordination in any way with the candidate or their committee. If a committee makes independent expenditures in excess of \$150 in an aggregate amount during the reporting period, they are reported (itemized) on a Schedule B-9. If a natural person makes independent expenditures totaling \$3,000 or more during a 12-month period, that person must file a special written disclosure with the State Board of Elections.

INDEPENDENT EXPENDITURE EXAMPLE

EXPENDED TO: FULL NAME, MAILING ADDRESS AND ZIP CODE KBBL Radio 125 E Ash St Anytown, IL 69876		DATE 10/19/16	PURPOSE Radio commercials
		AMOUNT \$986.53	
<input checked="" type="checkbox"/> SUPPORTING	CANDIDATE NAME Jack Jones	OFFICE AND DISTRICT, IF APPLICABLE, BEING SOUGHT County Treasurer	
<input type="checkbox"/> OPPOSING			

TOTAL EXPENDITURES are simply an addition of parts 6 through 9.

STEP 7

DEBTS AND OBLIGATIONS

Section C of the D-2 Form is used to report any outstanding debts of the political committee (including previously reported unpaid debts).

Any outstanding debt incurred by the committee that exceeds \$150 in an aggregate amount must be reported (itemized) on a Schedule C. The Schedule C requires the name and mailing address of each entity owed funds, the date and amount of the original debt, payments made to date, and the remaining balance, if any.

Any outstanding debts owed by the committee that do not exceed \$150 (non-itemized) are totaled and reported on the D-2, line 10b. A total of all outstanding debts of the committee can now be calculated.

STEP 8

CASH BALANCE

Add cash available at the beginning of the reporting period to total cash receipts deposited during the reporting period (Total Receipts), minus expenditures made during the reporting period (Total Expenditures), and the remaining cash balance should be the amount reflected on the check register, ledger, or whatever means the treasurer uses to track receipts and expenditures.

If the political committee has invested any funds and has completed an Investment Schedule, that figure should be listed on line F of the D-2. This would determine the net worth of the committee. If the committee has no investments this line should be left blank.

STEP 9

VERIFICATION

All campaign disclosure reports must be signed and dated by the treasurer or candidate. The State Board of Elections Rules and Regulations do allow for alternative signatures with prior authorization. (see Section 100.40d)

If a person other than the committee chair or treasurer actually submits the report to the State Board of Elections, that person's name and address must also be disclosed on the D-2 Form. This does not replace the requirement for a signature from the treasurer or candidate.

All sections of the Form D-2 must be completed for Quarterly and Final Reports. Examples of completed forms have been included at the end of this guide for your review.

SUPPORTING SCHEDULES AND FORMS

DESCRIPTION OF AMENDED INFORMATION

Whenever a committee finds it necessary to re-file a Quarterly or Final Report to add, delete or change information previously reported, the re-filed report must be marked as an amendment. Additionally, the amended report must be accompanied by a form labeled "Description of Amended Information". This form is used to describe the changes that have been made, as well as where in the report the changes are located. The description form must be filed at the same time as the amended report to which it refers.

BUNDLERS

In some cases, a political committee may be required to provide information about a person who collects or accepts money for the committee. This information is required if a person meets the following criteria:

1. Collects contributions from at least 5 persons outside the presence of a candidate and not in connection or coordination with committee fundraising.
2. Those contributions total \$3,000 or more in aggregate for the reporting period.
3. The individual is **not** the candidate, committee officers or employees, or a person authorized by the committee to

accept contributions.

4. This does **not** apply to an entity used for processing financial contributions by credit card or other means.

If a person meets all these requirements, their full name, address and occupation must be reported on a Schedule E, and included with the Quarterly Report for the period where the qualifying contributions were accepted.

ASSET SCHEDULE (Final Report only)

An asset may be defined as an item of property other than cash or services, of whatever kind – tangible or intangible – that has a fair market or salvage value in excess of \$150. General office supplies, such as paper, pens and paper clips, as well as other similar disposable items, are not considered assets of the committee. The disposition of any committee asset valued in excess of \$150 should be shown on the Asset Schedule when a committee files a Final Report. Disposition may be either by donation or by sale. If a committee disposes of an asset by donating it, the recipient must be reported. If a committee disposes of an asset by selling it, the sale amount must also be shown in part 4 of the D-2 Form, and itemized on a Schedule A if its value exceeds \$150. The Asset Schedule, if applicable, must be submitted with a Final Report.

INVESTMENT SCHEDULE

A political committee must report all investments. An investment may be defined as any purchase of a certificate of deposit, stock, security, mutual fund or any other investment tool utilized to generate funds for the committee. At the time of the investment, all funds invested must be reported on a D-2 form as a Part 8 expenditure. The investment must also be reported on an Investment Schedule, describing the investment and showing the value at the time of the investment. After reporting the initial investment, each subsequent Quarterly Report must include an Investment Schedule showing the original value and the value at the close of the reporting period. The total value of all investments that have not been sold should be reported at the bottom of the Investment Schedule and in Section D (line F) of the D-2 form. If the investment is sold during a Quarterly reporting period, list the original amount, date and value at liquidation. The value at liquidation should also be reported on the D-2 as an “Other Receipts”. After an investment has been liquidated, it should not appear on the Investment Schedule. All investments must be liquidated prior to filing a Final Report.

ASSET SCHEDULE EXAMPLE

DESCRIPTION OF ASSETS	DATE ACQUIRED	DISPOSITION OF ASSETS FULL NAME AND MAILING ADDRESS	DONATED OR SOLD	VALUE (IF SOLD)
HP Computer	12/13/16	Salvation Army 400 Little Creek Chicago, IL 60602	Donated	

INVESTMENT SCHEDULE EXAMPLE

DATE AND DESCRIPTION OF INVESTMENT	NUMBER OF SHARES AND/OR PURCHASE PRICE AT ACQUISITION	VALUE AT END OF REPORTING PERIOD	DATE AND VALUE UPON LIQUIDATION
9/1/18—Certificate of Deposit Bank of Bend 205 Main St Bend, IL 62055	\$1,000.00	\$1,000.00	
10/15/18—GTE Stock Dean Witter Reynolds Inc.	100 Shares at \$50.75/share \$5,075.00	\$6,025.00	

MISCELLANEOUS INFORMATION

RECORD KEEPING

The free electronic filing system provided by the State Board of Elections includes a complete, easy-to-use record keeping system. We recommend that all committees consider using this system and file their reports electronically, even if they are not required by law to do so. For more information about the system, called IDIS, please contact the Board or visit our website at www.elections.il.gov. For committees that choose not to use electronic filing we recommend setting up a record keeping system to assist a treasurer in fulfilling their duties. There are numerous computer programs that can be used for this purpose, such as Excel or a similar spreadsheet program, but you should only choose a system that will maintain all information required by the law. It is important that an efficient and accurate system of record keeping is created early in the campaign. The task of completing records and reports accurately is made easier by sound record keeping.

Every contribution a committee receives and every expenditure it makes should be recorded. These internal records must be kept a minimum of two years. Financial records can be arranged in whatever manner you choose (such as name, date or amount), but should allow you to keep track of whether a contribution or expenditure to or from a single source exceeds \$150 in aggregate for a particular reporting period. This will allow you to pinpoint entries that must be itemized. You should also have some way of identifying those individuals contributing more than \$500 during a single reporting period so as to include their employer and occupation. Remember that contributions of \$1,000 or more (including loans, personal money and in-kind contributions) must be reported on a Schedule A-1 within five business days of receipt, and within two business days during the 30 days prior to an election.

RAFFLES

Illinois law allows political committees to conduct raffles if they have obtained a raffle license from the State Board of Elections and have no outstanding fines or outstanding overdue reports. Applications for raffle licenses are available from the Board and may be submitted in person, by mail, fax, or e-mail. Conducting a raffle imposes an additional reporting requirement on a committee. For each

raffle held, a separate stand-alone Raffle Report must be filed, documenting the gross receipts, expenses (including winners) and net proceeds for the raffle. This report must then be filed with the committee's next required Quarterly Report. For additional information please contact our staff.

PUBLIC INFORMATION

All campaign disclosure reports are public information. Reports filed with the State Board of Elections may be viewed during regular office hours or on the SBE website at www.elections.il.gov. Paper reports filed with the Board are scanned and also made available for viewing on our website.

Information contained on official reports cannot be altered or falsified in any way, nor can it be sold or utilized for purposes of contributor lists or business solicitation.

COMPLAINT PROCESS

The Illinois Campaign Disclosure Act provides hearing procedures for complaints filed alleging violations of the law. Any person(s) that possess(es) substantiated information that a violation has occurred may file a complaint, using Form D-4. All complaint forms are filed with the Illinois State Board of Elections. Please contact our staff for specific information concerning hearing procedures.

FEDERAL PROHIBITIONS

Federal campaign disclosure laws prohibit donations from the following sources in connection with federal or non-federal elections:

1. National banks (PACs established by national banks are an exception).
2. Nationally chartered corporations (i.e. corporations organized by authority of any law of Congress).
3. Foreign nationals (Individuals granted permanent residence in the United States are an exception).

FAIR CAMPAIGN PRACTICES ACT

A candidate or committee may choose to abide by provisions of campaigning outlined in the Fair Campaign Practices Act. This is a voluntary statement made and filed prior to an election, vowing that the person(s) making the statement will conduct a positive rather than a negative campaign. Statewide candidates file this statement with the State Board of Elections. Local candidates file this statement with the local County Clerk's office.

AGENCY REVIEW

The staff of the Campaign Disclosure Division reviews all filed reports to ensure that political committees are in apparent compliance with the law. This review process is applied equally to all committees. It may be necessary for a member of our staff to contact a committee when a discrepancy exists. Do not be alarmed – as one of our staff members will offer assistance to ensure your compliance with the Act.

AUDITS

In some cases, the Board can require a political committee to conduct an audit of its financial records. This can be done as a result of discrepancies in a committee's disclosure reports or if there has been a repeated pattern of inaccurate reporting. Such an audit requires a committee to hire a professional auditor to review its records for compliance with reporting requirements and contribution limits. Additionally, each year the Board randomly selects up to 3% of registered political committees to undergo audits.

PENALTIES

A person who has not paid a civil penalty faces [ballot forfeiture](#) and therefore may not appear upon any ballot for any office in any election while the penalty is unpaid.

Civil penalties will be assessed for any late filing of a Statement of Organization or campaign disclosure report. For a committee's first violation, the fine will be stayed (will not need to be paid) unless the committee subsequently files another late report within a 2-year period. Upon the second violation, the committee will be required to pay civil penalties assessed for **both** violations. Late filing of a Quarterly Report may result in a civil penalty of up to

\$5,000.

Late filing of a Schedule A-1 Report of Contributions of \$1,000 or more is also a violation for which a civil penalty may be assessed. Each contribution is considered a separate violation when determining the penalty, which can range from 10% to 150% of the contribution(s).

For committees required to file electronically, paper filings [will not be](#) acceptable and reports will only be considered received by the Board once they are filed electronically.

Committees who file a report late will be sent a Citing Letter within a week after the filing deadline, notifying them of the delinquent filing. That letter is followed a month or two later by an Assessment Letter, which includes the exact fine(s) owed by the committee, how the fines are calculated, and forms for appealing the penalty. A committee has 30 days following the date of the Assessment Letter in which to appeal an assessment. If the committee chooses to appeal, it should fill out two of the three forms – an appeal affidavit, explaining the grounds for the appeal, and either a request for appearance (if the committee wants to present its case in person) or a waiver of appearance (if the committee does not want to appear in person). In either situation, a hearing officer will make a recommendation and the Board will make the ultimate decision about the appeal.

Specific information about the assessment and appeal process is also included in the mailings sent by the Board to affected committees. Anyone with additional questions is advised to contact campaign disclosure staff.

Willful failure to file or willful filing of false or incomplete information required by the Illinois Campaign Disclosure Act is a business offense subject to a fine of up to \$5,000.

IN-KIND NOTIFICATION FORM

If your committee makes an in-kind contribution it is required to notify the recipient candidate or committee within 5 business days of the contribution. This notification may be done on the In-Kind Contribution Notification Form provided by the Board. The form should include the following information:

1. Name and address of the candidate/committee receiving the

- contribution
2. Name and address of the contributor
 3. Occupation and employer of the contributor, if they are an individual and are contributing greater than \$500
 4. Name and address of the vendor paid (if any)
 5. Date purchased
 6. Value of the contribution
 7. Full description of the contribution

The notification should be sent to the candidate, treasurer or committee. It is not sent to the State Board of Elections. An example of the form is included in the following section of this Guide.

If your committee receives an in-kind contribution you should receive the In-Kind Contribution Notification Form from the contributor within 5 business days. If you do not, you are responsible for contacting the contributor to obtain this form and your committee still has a reporting obligation even if it does not receive that form.

NATURAL PERSON INDEPENDENT EXPENDITURE

An individual who makes an aggregate total of \$3,000 or more of independent expenditures supporting or opposing a particular candidate during a 12-month period must file a special written disclosure with the Board called a Natural Person Independent Expenditure Disclosure. This form must be filed within 2 business days of reaching the \$3,000 threshold. The disclosure must identify the person's name, address, occupation and employer, as well as the candidate or public official supported or opposed by the independent expenditures. The date, amount, and nature of each independent expenditure must also be disclosed on this form. The contributor is then required to report further independent expenditures involving the same election in \$1,000 increments, until the conclusion of the election.

BUSINESS REGISTRATION/CONTRIBUTIONS

Business entities that have a total of more than \$50,000 in contracts and/or bids for contracts with the State of Illinois must register with the State Board of Elections.

Information on this registration process, required by Public Act 95-0971, is available on our website at www.elections.il.gov. Other questions can

be directed to the chief procurement officer responsible for awarding the contract(s).

Businesses required to register under this Act are prohibited from making contributions to committees formed to promote the candidacy of the officeholder(s) or any other declared candidate for the office responsible for awarding the contract(s). The prohibition is in effect during the bidding process for the contract(s) or, if the business is awarded the contract -- during the term of office of the officeholder or for a period of two years following the expiration of the contract (whichever is longer). For complete details, please refer to Public Act 95-0971.

Additionally, any business entity required to register under the Act is required to notify *any* political committee to which it contributes that it is registered with the State Board of Elections under Section 20-160 of the Illinois Procurement Code.

GLOSSARY OF TERMS

Ballot Forfeiture: The State Board of Elections shall not certify the name of any person who has not paid a civil penalty imposed against his or her political committee under Article 9 to appear upon any ballot for any office in any election if the penalty is unpaid by the date required for certification. The election authority shall not place upon the ballot the name of any candidate appearing on this list for any office in any election while the penalty is unpaid, unless the candidate has requested a hearing and the Board has not disposed of the matter by the date of certification.

Beneficiary: The candidate or political committee deemed to have received the benefit from an expenditure. An expenditure made by a political committee on its own behalf shall list the expending committee as the beneficiary on the Schedule B form. An expenditure made to support another political committee or candidate shall be reported by listing that political committee or candidate as beneficiary.

Electioneering Communication: Any broadcast, cable, satellite or internet communication, that refers to a clearly identified candidate, or candidates, who will appear on the ballot, a clearly identified political party, or question of public policy that will appear on the ballot for nomination for election, election, or retention, and is made within (i) 60 days before a general election or consolidated election or (ii) 30 days before a primary election that is targeted to the relevant electorate and is susceptible to no reasonable interpretation other than as an appeal to vote for or against a clearly identified candidate for nomination for election, election, or retention, a political party, or a question of public policy.

Good Faith Effort: The itemization of any contribution exceeding \$500 during a reporting period must include the employer and occupation of the contributor, if that contributor is a natural person. If the political committee receiving the contribution is unable to provide this information, it may report on the Schedule A that it has made a good faith effort. A good faith effort is deemed to have been made if the political committee included a request for this information in its solicitation, made a written or oral request for this information if it did not receive this information with the contribution, and provided whatever information was available to it from its own records and previous reports. This information is also required of endorsers of loans.

Independent Expenditure: Any payment, gift, donation, or expenditure of funds (i) by a natural person or political committee for the purpose of making electioneering communications or of expressly advocating for or against the nomination for election, election, retention, or defeat of a clearly identifiable public official or candidate and (ii) that is not made in connection, consultation, or concert with or at the request or suggestion of the public official or candidate, the public official's or candidate's designated political committee or campaign, or the agent or agents of the public official, candidate, or political committee or campaign.

Legislative Caucus Committee: A committee established for the purpose of electing candidates to the General Assembly by the person elected President of the Senate, Minority Leader of the Senate, Speaker of the House of Representatives, Minority Leader of the House of Representatives, or a committee established by 10 or more members of the same caucus of the House of Representatives or 5 or more members of the same caucus of the Senate.

Sponsoring Entity: A sponsoring entity is any person, organization, corporation, or association that contributes at least 33% of the total funding of the political committee or any person or other entity that is registered or is required to register under the Lobbyist Registration Act and contributes at least 33% of the total funding of the political committee during a quarterly reporting period. The name and address of any sponsoring entity shall be listed on a D-1 Statement of Organization.



**FORM
D-1**

STATEMENT OF ORGANIZATION

PLEASE TYPE OR PRINT IN BLACK INK

FOR OFFICE USE ONLY

Full name and complete mailing address of Political Committee:

CHECK FOR ADDRESS CHANGE

Carl Candidate for Senate
1 Wish St
Yourtown, IL 67890

POLITICAL COMMITTEE
IDENTIFICATION #

CHECK HERE TO RECEIVE REPORT NOTIFICATIONS VIA E-MAIL ONLY

E-MAIL ADDRESS: ccandidate@youraddress.com

SEE PAMPHLET "A GUIDE TO CAMPAIGN DISCLOSURE" FOR GUIDANCE

- 1 **NEW COMMITTEE** (MUST BE FILED WITHIN 10 DAYS OF CREATION, OR WITHIN 2 DAYS IF CREATED WITHIN 30 DAYS BEFORE AN ELECTION)
 AMENDMENT (MUST BE FILED WITHIN 10 DAYS OF ANY CHANGES. ENTER ONLY THOSE CHANGES FROM LAST D-1 ON FILE.)
 REACTIVATING

2 DATE COMMITTEE CREATED: 9/1/16 3 AMOUNT OF FUNDS AVAILABLE AS OF CREATION DATE: \$ 200.00

- 4 **POLITICAL COMMITTEE DESIGNATION (ALL COMMITTEES CHOOSE ONLY ONE)**
 CANDIDATE POLITICAL COMMITTEE*
*For purposes of contribution limits and reporting requirements, a Candidate Political Committee supporting a candidate for multiple offices elected at different elections must designate an election cycle by listing the office currently sought.
This office is: _____
 POLITICAL ACTION COMMITTEE
 POLITICAL PARTY COMMITTEE
 BALLOT INITIATIVE COMMITTEE
 INDEPENDENT EXPENDITURE COMMITTEE

5 **POLITICAL COMMITTEE'S AREA OF ACTIVITY, SCOPE, AND PARTY AFFILIATION**
A. THIS COMMITTEE WILL PRIMARILY OPERATE IN THE FOLLOWING COUNTIES OR DISTRICTS:
(if operating statewide or supporting/opposing statewide candidates or ballot initiatives, leave blank.)
Sangamon
B. POLITICAL PARTY AFFILIATION: Independent
C. NAME AND ADDRESS OF EACH SPONSORING ENTITY (if applicable):

6 **PURPOSE OF THE POLITICAL COMMITTEE**
To support the candidacy of Carl Candidate for the office of State Senator of the State of Illinois.

7 **CANDIDATE(S) THE COMMITTEE IS SUPPORTING OR OPPOSING (IF AMENDING, LIST ALL AS OF TODAY'S DATE.)**

NAME AND ADDRESS	SUPPORT	OPPOSE	OFFICE	PARTY
Carl Candidate 6 Wagon Wheel Dr Yourtown, IL 67890	<input checked="" type="checkbox"/>	<input type="checkbox"/>	State Senator	Independent

IF MORE SPACE IS NEEDED, PLEASE ATTACH ADDITIONAL SHEETS.

COMMITTEE NAME Carl Candidate for Senate	POLITICAL COMMITTEE ID #:
---	---------------------------

8 REQUIRED COMMITTEE OFFICERS:

POSITION	NAME	ADDRESS, PHONE NUMBER, AND E-MAIL ADDRESS	
CHAIR	Jane Doe	478 W. Second St Yourtown, IL 67890	217-829-8861 janedoe123@aol.com
TREASURER	Janet Smith	1 Wish St Yourtown, IL 67890	217-828-6293 plainjanet1@yahoo.com

9 POSITION, NAME AND ADDRESS OF EACH CUSTODIAN OF THE COMMITTEE'S ACCOUNTS (IF DIFFERENT THAN OFFICERS)

POSITION	NAME	ADDRESS, PHONE NUMBER, AND E-MAIL ADDRESS	
Accountant	Joe Steward	400 Delaware Ave Yourtown, IL 67890	217-827-9115 jsteward@accountant.com

10 FINANCIAL INSTITUTIONS AND OTHER REPOSITORIES OF COMMITTEE FUNDS (IF AMENDING, LIST ALL AS OF TODAY'S DATE)

NAME	ADDRESS AND PHONE NUMBER	
First Bank of Yourtown	111 W Main St Yourtown, IL 67890	217-843-2265

11 DISPOSITION OF RESIDUAL FUNDS IN THE EVENT OF DISSOLUTION OR TERMINATION OF THE COMMITTEE

- RETURN TO CONTRIBUTORS IN AMOUNTS NOT TO EXCEED THEIR INDIVIDUAL CONTRIBUTIONS
- TRANSFER TO ANOTHER POLITICAL COMMITTEE: _____
- TRANSFER TO A CHARITABLE ORGANIZATION: _____

IF MORE SPACE IS NEEDED, PLEASE ATTACH ADDITIONAL SHEETS

VERIFICATION: BALLOT INITIATIVE COMMITTEE ONLY

I DECLARE THAT THIS BALLOT INITIATIVE COMMITTEE IS FORMED FOR THE PURPOSE OF SUPPORTING OR OPPOSING A QUESTION OF PUBLIC POLICY. ALL CONTRIBUTIONS AND EXPENDITURES OF THE COMMITTEE WILL BE USED FOR THE PURPOSE DESCRIBED IN THIS STATEMENT OF ORGANIZATION. THE COMMITTEE MAY ACCEPT UNLIMITED CONTRIBUTIONS FROM ANY SOURCE, PROVIDED THAT THIS BALLOT INITIATIVE COMMITTEE DOES NOT MAKE CONTRIBUTIONS OR EXPENDITURES IN SUPPORT OF OR OPPOSITION TO A CANDIDATE OR CANDIDATES FOR NOMINATION FOR ELECTION, OR RETENTION, AND FAILURE TO ABIDE BY THESE REQUIREMENTS SHALL DEEM THIS COMMITTEE IN VIOLATION OF THIS ARTICLE (10 ILCS 5/9).

PRINTED AND WRITTEN SIGNATURE OF COMMITTEE CHAIR

DATE

VERIFICATION: INDEPENDENT EXPENDITURE COMMITTEE ONLY

I DECLARE THAT (i) THIS INDEPENDENT EXPENDITURE COMMITTEE IS FORMED FOR THE EXCLUSIVE PURPOSE OF MAKING INDEPENDENT EXPENDITURES, (ii) ALL CONTRIBUTIONS AND EXPENDITURES OF THE COMMITTEE WILL BE USED FOR THE PURPOSE DESCRIBED IN THIS STATEMENT OF ORGANIZATION, (iii) THE COMMITTEE MAY ACCEPT UNLIMITED CONTRIBUTIONS FROM ANY SOURCE, PROVIDED THAT THE INDEPENDENT EXPENDITURE COMMITTEE DOES NOT MAKE CONTRIBUTIONS TO ANY CANDIDATE POLITICAL COMMITTEE, POLITICAL PARTY COMMITTEE, OR POLITICAL ACTION COMMITTEE, AND (iv) FAILURE TO ABIDE BY THESE REQUIREMENTS SHALL DEEM THE COMMITTEE IN VIOLATION OF THIS ARTICLE (10 ILCS 5/9).

PRINTED AND WRITTEN SIGNATURE OF COMMITTEE CHAIR

DATE

VERIFICATION: ALL POLITICAL COMMITTEES

I DECLARE THAT THIS STATEMENT OF ORGANIZATION (INCLUDING ANY ACCOMPANYING SCHEDULES AND STATEMENTS) HAS BEEN EXAMINED BY ME AND, TO THE BEST OF MY KNOWLEDGE AND BELIEF, IS A TRUE, CORRECT, AND COMPLETE STATEMENT OF ORGANIZATION AS REQUIRED BY ARTICLE 9 OF THE ELECTION CODE. I UNDERSTAND THAT WILLFULLY FILING A FALSE OR INCOMPLETE STATEMENT OF ORGANIZATION IS SUBJECT TO A CIVIL PENALTY OF AT LEAST \$1,001 AND UP TO \$5,000.

Janet Smith

Janet Smith

9/5/16

PRINTED AND WRITTEN SIGNATURE OF TREASURER OR CANDIDATE

DATE

THE ILLINOIS STATE BOARD OF ELECTIONS REQUIRES THE DISCLOSURE OF INFORMATION THAT IS NECESSARY IF YOU QUALIFY AS A POLITICAL COMMITTEE AS OUTLINED UNDER PUBLIC ACT 78-1183. WILLFUL FAILURE TO FILE OR WILLFUL FILING OF FALSE OR INCOMPLETE INFORMATION REQUIRED BY THIS ARTICLE SHALL CONSTITUTE A BUSINESS OFFENSE SUBJECT TO A FINE OF UP TO \$5,000. THIS FORM IS IN COMPLIANCE WITH THE FORMS MANAGEMENT PROGRAM ACT.

STATE BOARD OF ELECTIONS
2329 S MacARTHUR BLVD
SPRINGFIELD, IL 62704-4503
FAX: 217-782-5959
E-MAIL: D1@ELECTIONS.IL.GOV (D-1s ONLY)

ALL POLITICAL COMMITTEES RETURN TO:

STATE BOARD OF ELECTIONS
JAMES R THOMPSON CENTER
100 W RANDOLPH ST, STE 14-100
CHICAGO, IL 60601-3232
FAX: 312-814-6485
E-MAIL: D1@ELECTIONS.IL.GOV (D-1s ONLY)



FORM
D-1-A
SUPPLEMENT

ADDENDUM TO
STATEMENT OF
ORGANIZATION FOR
LEGISLATIVE CAUCUS
COMMITTEE ONLY
PLEASE TYPE OR PRINT IN BLACK INK

FOR OFFICE USE ONLY

Full name and complete mailing address of Legislative Caucus Committee:

Whig House Interest Group PPC
321 Oldtime St
Springfield, IL 62700

POLITICAL COMMITTEE
IDENTIFICATION No.

E-MAIL ADDRESS: whigppc@comcast.net

CHECK HERE IF ADDRESS CHANGE

SEE PAMPHLET "A GUIDE TO CAMPAIGN DISCLOSURE" FOR GUIDANCE.

In addition to completing the form D-1, Statement of Organization, this form is to be completed **ONLY** for Legislative Caucus Committees established by 5 or more members of the same caucus of the Senate or 10 or more members of the same caucus of the House of Representatives. **DO NOT** complete this form for a political party committee formed by the President of the Senate, the Minority Leader of the Senate, the Speaker of the House of Representatives, or the Minority Leader of the House of Representatives.

List each caucus member, legislative or representative district, and party.

1. Bill H. Harrison, 120th Legislative District—Whig
2. Danny Webster, 121st Legislative District—Whig
3. Hank Clay, 122nd Legislative District—Whig
4. Zack Taylor, 123rd Legislative District—Whig
5. Winnie Scott, 124th Legislative District—Whig
6. Millie Fillmore, 125th Legislative District—Whig
7. Johnny Tyler, 126th Legislative District—Whig
8. Hugh L. White, 127th Legislative District—Whig
9. Abbie Lynne Conn, 128th Legislative District—Whig
10. Race Greeley, 129th Legislative District—Whig
- 11.
- 12.



FORM D-2

REPORT OF CAMPAIGN CONTRIBUTIONS AND EXPENDITURES CHECK APPROPRIATE BOXES—PLEASE TYPE OR PRINT IN BLACK INK

- Quarterly Report: (Check one) [X] 1st [] 2nd [] 3rd [] 4th
[] Final Report
[] Amendment of the Report Indicated Above

FOR OFFICE USE ONLY

Full name and complete mailing address of Political Committee: [] CHECK FOR ADDRESS CHANGE

Carl Candidate for Senate
1 Wish St
Yourtown, IL 67890

COMMITTEE ID #

E-mail address: ccandidate@youraddress.com [] CHECK FOR E-MAIL ADDRESS CHANGE

REPORTING PERIOD: 1/1 THRU 3/31
CASH AVAILABLE AT BEGINNING OF REPORTING PERIOD: \$ 200.00
ALL POLITICAL COMMITTEES RETURN TO: STATE BOARD OF ELECTIONS...

SECTION A — RECEIPTS
1. Individual Contributions
a. Itemized (from Schedule A): \$ 1,555.00 (1a)
b. Not-Itemized: \$ 10,450.00 (1b)
2. Transfers In
a. Itemized (from Schedule A): \$ 1,500.00 (2a)
b. Not-Itemized: \$ 1,150.00 (2b)
3. Loans Received
a. Itemized (from Schedule A): \$ 7,000.00 (3a)
b. Not-Itemized: \$ (3b)
4. Other Receipts
a. Itemized (from Schedule A): \$ 925.00 (4a)
b. Not-Itemized: \$ 339.00 (4b)
TOTAL RECEIPTS (1a thru 4b) \$ 22,919.00 (TR)
5. In-Kind Contributions
a. Itemized (from Schedule I): \$ 1,625.00 (5a)
b. Not-Itemized: \$ (5b)
TOTAL IN-KIND (5a + 5b) \$ 1,625.00 (TI)
Name and address of person submitting this report if other than the committee's Chairman or Treasurer:

SECTION B — EXPENDITURES
6. Transfers Out
a. Itemized (from Schedule B): \$ 400.00 (6a)
b. Not-Itemized: \$ (6b)
7. Loans Made
a. Itemized (from Schedule B): \$ 4,000.00 (7a)
b. Not-Itemized: \$ (7b)
8. Expenditures
a. Itemized (from Schedule B): \$ 14,228.00 (8a)
b. Not-Itemized: \$ 3,141.00 (8b)
9. Independent Expenditures
a. Itemized (from Schedule B-9): \$ 1,000.00 (9a)
b. Not-Itemized: \$ (9b)
TOTAL EXPENDITURES (6a thru 9b) \$ 22,769.00 (TE)
SECTION C — DEBTS AND OBLIGATIONS
10. a. Itemized (from Schedule C): \$ 1,650.00 (10a)
b. Not-Itemized: \$ (10b)
TOTAL DEBTS & OBLIGATIONS \$ 1,650.00
SECTION D — CASH BALANCE
Cash available at beginning of reporting period: \$ 200.00 (A)
Total Receipts from Section A (TR): \$ 22,919.00 (B)
Total cash (A) plus (B): \$ 23,119.00 (C)
Total Expenditures from Section B (TE): \$ 22,769.00 (D)
Funds available at close of reporting period (C minus D): \$ 350.00 (E)
Investments total (if applicable): \$ 7,025.00 (F)

VERIFICATION: I DECLARE THAT THIS QUARTERLY REPORT OF CAMPAIGN CONTRIBUTIONS AND EXPENDITURES (INCLUDING ACCOMPANYING SCHEDULES AND STATEMENTS) HAS BEEN EXAMINED BY ME AND TO THE BEST OF MY KNOWLEDGE AND BELIEF IS A TRUE, CORRECT AND COMPLETE REPORT AS REQUIRED BY ARTICLE 9 OF THE ELECTION CODE. I UNDERSTAND THAT WILLFULLY FILING A FALSE OR INCOMPLETE STATEMENT IS SUBJECT TO A CIVIL PENALTY OF AT LEAST \$1001 AND UP TO \$5000.

Janet Smith SIGNATURE OF COMMITTEE TREASURER OR CANDIDATE 4-15-17 DATE

NAME OF POLITICAL COMMITTEE:

Carl Candidate for Senate

REPORTING PERIOD

1/1

3/31

FROM

THRU

FOR OFFICE USE ONLY

SCHEDULE A RECEIPTS

CHECK THE PART OF FORM D-2, SECTION A, BEING ITEMIZED:

- PART #1- INDIVIDUAL CONTRIBUTIONS INCLUDING TICKETS AND RAFFLE SALES PART #3- LOANS RECEIVED INCLUDING ENDORSER
- PART #2- TRANSFERS IN POLITICAL COMMITTEE CONTRIBUTIONS INCLUDING TICKET AND RAFFLE SALES PART #4- OTHER RECEIPTS

POLITICAL COMMITTEE
IDENTIFICATION

No.

SEE PAMPHLET "A GUIDE TO CAMPAIGN DISCLOSURE" FOR GUIDANCE.

ITEMIZED RECEIPTS FULL NAME, MAILING ADDRESS, AND ZIP CODE	DATE RECEIVED	AMOUNT OF EACH RECEIPT	AGGREGATE AMOUNT FOR THIS REPORTING PERIOD
James Smith 100 W 45th St Chicago, IL 60606	2/1/17	\$ 525.00	\$ 525.00
		EMPLOYER: Smith, Brown & Carr, LLP	OCCUPATION: Attorney, Partner
Sally Jones 214 Wayne Ave Berwyn, IL 61005	3/3/17	\$ 140.00	\$
		EMPLOYER:	OCCUPATION:
Sally Jones 214 Wayne Ave Berwyn, IL 61005	3/6/17	\$ 140.00	\$ 280.00
		EMPLOYER:	OCCUPATION:
ATCO Corp. 1 North Canal St Wilmette, IL 60699	1/21/17	\$ 501.00	\$
		EMPLOYER:	OCCUPATION:
ATCO Corp. 1 North Canal St Wilmette, IL 60699	2/2/17	\$ 250.00	\$ 751.00
		EMPLOYER:	OCCUPATION:
		\$	\$
		EMPLOYER:	OCCUPATION:
		\$	\$
		EMPLOYER:	OCCUPATION:
		\$	\$
		EMPLOYER:	OCCUPATION:
		\$	\$
		EMPLOYER:	OCCUPATION:

USE A SEPARATE SCHEDULE A FOR EACH PARTS 1, 2, 3, & 4

TOTAL THIS PERIOD \$ 1,556.00

NAME OF POLITICAL COMMITTEE:

Carl Candidate for Senate

REPORTING PERIOD

1/1

3/31

FROM

THRU

FOR OFFICE USE ONLY

SCHEDULE A RECEIPTS

CHECK THE PART OF FORM D-2, SECTION A, BEING ITEMIZED:

- PART #1- INDIVIDUAL CONTRIBUTIONS
INCLUDING TICKETS AND RAFFLE SALES
- PART #3- LOANS RECEIVED
INCLUDING ENDORSER
- PART #2- TRANSFERS IN
POLITICAL COMMITTEE CONTRIBUTIONS
INCLUDING TICKET AND RAFFLE SALES
- PART #4- OTHER RECEIPTS

POLITICAL COMMITTEE
IDENTIFICATION

No.

SEE PAMPHLET "A GUIDE TO CAMPAIGN DISCLOSURE" FOR GUIDANCE.

ITEMIZED RECEIPTS FULL NAME, MAILING ADDRESS, AND ZIP CODE	DATE RECEIVED	AMOUNT OF EACH RECEIPT	AGGREGATE AMOUNT FOR THIS REPORTING PERIOD
Citizens for Jones 109 N Hall St. Dixon, IL 61209	1/18/17	\$ 500.00	\$ 500.00
		EMPLOYER:	OCCUPATION:
Sports PAC 23 W Route 4 Calumet, IL 60409	3/17/17	\$ 1,000.00	\$ 1,000.00
		EMPLOYER:	OCCUPATION:
		\$	\$
		EMPLOYER:	OCCUPATION:
		\$	\$
		EMPLOYER:	OCCUPATION:
		\$	\$
		EMPLOYER:	OCCUPATION:
		\$	\$
		EMPLOYER:	OCCUPATION:
		\$	\$
		EMPLOYER:	OCCUPATION:
		\$	\$
		EMPLOYER:	OCCUPATION:

USE A SEPARATE SCHEDULE A FOR EACH PARTS 1, 2, 3, & 4

TOTAL THIS PERIOD \$ 1,500.00

NAME OF POLITICAL COMMITTEE:

Carl Candidate for Senate

REPORTING PERIOD

1/1

3/31

FROM

THRU

FOR OFFICE USE ONLY

SCHEDULE A RECEIPTS

CHECK THE PART OF FORM D-2, SECTION A, BEING ITEMIZED:

- PART #1- INDIVIDUAL CONTRIBUTIONS
 INCLUDING TICKETS AND RAFFLE SALES
- PART #3- LOANS RECEIVED
 INCLUDING ENDORSER
- PART #2- TRANSFERS IN
 POLITICAL COMMITTEE CONTRIBUTIONS
 INCLUDING TICKET AND RAFFLE SALES
- PART #4- OTHER RECEIPTS

POLITICAL COMMITTEE
IDENTIFICATION

No.

SEE PAMPHLET "A GUIDE TO CAMPAIGN DISCLOSURE" FOR GUIDANCE.

ITEMIZED RECEIPTS FULL NAME, MAILING ADDRESS, AND ZIP CODE	DATE RECEIVED	AMOUNT OF EACH RECEIPT	AGGREGATE AMOUNT FOR THIS REPORTING PERIOD
John Wind 100 Wood Ave Cicero, IL 60075	2/19/17	\$ 2,000.00	\$ 2,000.00
		EMPLOYER: General Steel Mill, Inc.	OCCUPATION: General Superintendent
Mark Collins 165 Chestnut St Chicago, IL 60611	2/25/17	\$ 5,000.00	\$ 5,000.00
		EMPLOYER: Middlebury Corp.	OCCUPATION: Chief Financial Officer
c/o 1st Chicago Bank 200 S Burbank St Chicago, IL 60023		\$	\$
		EMPLOYER:	OCCUPATION:
		\$	\$
		EMPLOYER:	OCCUPATION:
		\$	\$
		EMPLOYER:	OCCUPATION:
		\$	\$
		EMPLOYER:	OCCUPATION:
		\$	\$
		EMPLOYER:	OCCUPATION:
		\$	\$
		EMPLOYER:	OCCUPATION:
		\$	\$
		EMPLOYER:	OCCUPATION:

USE A SEPARATE SCHEDULE A FOR EACH PARTS 1, 2, 3, & 4

TOTAL THIS PERIOD \$ 7,000.00

NAME OF POLITICAL COMMITTEE:

Carl Candidate for Senate

REPORTING PERIOD

1/1

3/31

FROM

THRU

FOR OFFICE USE ONLY

SCHEDULE A RECEIPTS

CHECK THE PART OF FORM D-2, SECTION A, BEING ITEMIZED:

- PART #1- INDIVIDUAL CONTRIBUTIONS INCLUDING TICKETS AND RAFFLE SALES
 PART #3- LOANS RECEIVED INCLUDING ENDORSER
 PART #2- TRANSFERS IN POLITICAL COMMITTEE CONTRIBUTIONS INCLUDING TICKET AND RAFFLE SALES
 PART #4- OTHER RECEIPTS INCLUDING TICKET AND RAFFLE SALES

POLITICAL COMMITTEE IDENTIFICATION

No.

SEE PAMPHLET "A GUIDE TO CAMPAIGN DISCLOSURE" FOR GUIDANCE.

ITEMIZED RECEIPTS FULL NAME, MAILING ADDRESS, AND ZIP CODE	DATE RECEIVED	AMOUNT OF EACH RECEIPT	AGGREGATE AMOUNT FOR THIS REPORTING PERIOD
AT&T (rebate) 1 W Randolph St Chicago, IL 60601	1/15/17	\$ 225.00 EMPLOYER:	\$ 225.00 OCCUPATION:
Ital Real Estate (cancelled check) 1340 N Holland Ave Joliet, IL 61466	2/2/17	\$ 500.00 EMPLOYER:	\$ 500.00 OCCUPATION:
Chase Federal (interest) 200 S 3rd St New York, NY 00101	2/10/17	\$ 100.00 EMPLOYER:	\$ 200.00 OCCUPATION:
Chase Federal (interest) 200 S 3rd St New York, NY 00101	3/10/17	\$ 100.00 EMPLOYER:	\$ 200.00 OCCUPATION:
		\$ EMPLOYER:	\$ OCCUPATION:
		\$ EMPLOYER:	\$ OCCUPATION:
		\$ EMPLOYER:	\$ OCCUPATION:
		\$ EMPLOYER:	\$ OCCUPATION:
		\$ EMPLOYER:	\$ OCCUPATION:

USE A SEPARATE SCHEDULE A FOR EACH PARTS 1, 2, 3, & 4

TOTAL THIS PERIOD \$ 925.00

NAME OF POLITICAL COMMITTEE:

REPORTING PERIOD

FOR OFFICE USE ONLY

Carl Candidate for Senate

1/1

3/31

FROM

THRU

SCHEDULE I

IN-KIND CONTRIBUTIONS

POLITICAL COMMITTEE
IDENTIFICATION No.

SEE PAMPHLET "A GUIDE TO CAMPAIGN DISCLOSURE" FOR GUIDANCE.

FULL NAME, MAILING ADDRESS, AND ZIP CODE	DATE RECEIVED	AMOUNT OF EACH RECEIPT	AGGREGATE AMOUNT FOR THIS REPORTING PERIOD
CONTRIBUTOR Tony Jones 45 Trailridge Rd Springfield, IL 62704	1/3/17	\$550.00	\$550.00
VENDOR PAID (if applicable) ABC Printing 45 Adams St Springfield, IL 62796		EMPLOYER: U-Save Auto Sales	OCCUPATION Sales Manager
		DESCRIPTION Printing done on 1/2/17	
CONTRIBUTOR RTB Lumber 219 S Argyle Chicago, IL 60603	2/1/17	\$450.00	\$450.00
VENDOR PAID (if applicable)		EMPLOYER:	OCCUPATION
		DESCRIPTION wood for signs, purchased 1/28/17	
CONTRIBUTOR Mary Sanders 102 S Lowe Joliet, IL 60607	3/31/17	\$325.00	\$325.00
VENDOR PAID (if applicable)		EMPLOYER:	OCCUPATION
		DESCRIPTION Four (4) Metal Desks Two (2) Filing Cabinets Given on 3/29/17	
CONTRIBUTOR JD Realtors 21 N 37th St Chicago, IL 60603	3/1/17	\$300.00	\$300.00
VENDOR PAID (if applicable)		EMPLOYER:	OCCUPATION
		DESCRIPTION office space, March 2017	

TOTAL THIS PERIOD \$ \$1,625.00

NAME OF POLITICAL COMMITTEE:

Carl Candidate for Senate

REPORTING PERIOD

1/1

3/31

FROM

THRU

FOR OFFICE USE ONLY

SCHEDULE B EXPENDITURES

CHECK THE PART OF FORM D-2 BEING ITEMIZED:

PART #6 TRANSFERS OUT

EXPENDITURES TO POLITICAL
COMMITTEES - INCLUDING TICKET &
RAFFLE PURCHASES

PART #7 LOANS MADE

PART #8 EXPENDITURES

POLITICAL COMMITTEE

IDENTIFICATION No.

SEE PAMPHLET "A GUIDE TO CAMPAIGN DISCLOSURE" FOR GUIDANCE.

ITEMIZED EXPENDITURES FULL NAME, MAILING ADDRESS, AND ZIP CODE	DATE OF EXPENDITURE	PURPOSE	BENEFICIARY	AMOUNT OF EACH EXPENDITURE THIS REPORTING PERIOD	AGGREGATE AMOUNT THIS REPORTING PERIOD
Citizens for James 23 N Lowe St Noel, IL 63459	3/22/17	Loan	Citizens for James	\$500.00	\$500.00
Howard Simpson Committee 231 S 87th St Gary, IL 65390	1/13/17 3/9/17	Loan Loan	Howard Simpson Committee	\$1,000.00 \$2,500.00	\$3,500.00

USE SEPARATE SCHEDULE B FOR EACH PARTS 6, 7, & 8

TOTAL THIS PERIOD \$ \$4,000.00

NAME OF POLITICAL COMMITTEE:

Carl Candidate for Senate

REPORTING PERIOD

1/1

3/31

FROM

THRU

FOR OFFICE USE ONLY

SCHEDULE B EXPENDITURES

CHECK THE PART OF FORM D-2 BEING ITEMIZED:

PART #6 TRANSFERS OUT

EXPENDITURES TO POLITICAL
COMMITTEES - INCLUDING TICKET &
RAFFLE PURCHASES

PART #7 LOANS MADE

PART #8 EXPENDITURES

POLITICAL COMMITTEE

IDENTIFICATION No.

SEE PAMPHLET "A GUIDE TO CAMPAIGN DISCLOSURE" FOR GUIDANCE.

ITEMIZED EXPENDITURES FULL NAME, MAILING ADDRESS, AND ZIP CODE	DATE OF EXPENDITURE	PURPOSE	BENEFICIARY	AMOUNT OF EACH EXPENDITURE THIS REPORTING PERIOD	AGGREGATE AMOUNT THIS REPORTING PERIOD
Ace Hardware 300 Roper St Chicago, IL 60133	2/2/17 2/8/17 3/4/17	staples glue lumber	Committee	\$45.00 \$8.00 \$200.00	\$253.00
Tom Noonan 2 Ocean Dr Gary, IN 13233	1/3/17 2/6/17 3/2/17	salary salary salary	Committee	\$400.00 \$400.00 \$400.00	\$1,200.00
1st Chicago Bank 200 S Burbank Ave Chicago, IL 60023	2/27/17	loan repayment	Committee	\$5,000.00	\$5,000.00
Sir Speedy Printing 100 W Clark Chicago, IL 65390	2/16/17 2/25/17 3/1/17	printing printing printing	Citz for Jones Ald. Perry People for Pike	\$250.00 \$200.00 \$250.00	\$700.00
John Wind 100 Wood Ave Cicero, IL 65390	3/30/17	partial loan repayment	Committee	\$1,000.00	\$1,000.00
1st State Bank of Benld 205 Main St Benld, IL 62055	2/1/17	CD purchase (investment)	Committee	\$1,000.00	\$1,000.00
Dean Witter Reynolds, Inc 400 Main St Chicago, IL 60154	3/15/17	100 shares GTE stock \$50.75/share	Committee	\$5,075.00	\$5,075.00

USE SEPARATE SCHEDULE B FOR EACH PARTS 6, 7, & 8

TOTAL THIS PERIOD \$ 14,228.00

NAME OF POLITICAL COMMITTEE:

Carl Candidate for Senate

REPORTING PERIOD

1/1

3/31

FROM

THRU

FOR OFFICE USE ONLY

SCHEDULE B-9

REPORT OF INDEPENDENT EXPENDITURES IN EXCESS OF \$150.

POLITICAL COMMITTEE IDENTIFICATION No.

SEE PAMPHLET "A GUIDE TO CAMPAIGN DISCLOSURE" FOR GUIDANCE.

EXPENDED TO: FULL NAME, MAILING ADDRESS, AND ZIP CODE Primetime Printing 25 Mill Ct Smalltown, IL 69987		DATE 2/5/17	PURPOSE campaign fliers
		AMOUNT \$ 1,000.00	
<input checked="" type="checkbox"/> SUPPORTING <input type="checkbox"/> OPPOSING	CANDIDATE NAME Betty Johnson	OFFICE AND DISTRICT, IF APPLICABLE, BEING SOUGHT Mayor, Smalltown	
EXPENDED TO: FULL NAME, MAILING ADDRESS, AND ZIP CODE		DATE	PURPOSE
		AMOUNT \$	
<input type="checkbox"/> SUPPORTING <input type="checkbox"/> OPPOSING	CANDIDATE NAME	OFFICE AND DISTRICT, IF APPLICABLE, BEING SOUGHT	
UNDER PENALTY OF PERJURY, THIS EXPENDITURE(S) WAS NOT MADE IN COOPERATION, CONSULTATION, OR CONCERT WITH, OR AT THE REQUEST OR SUGGESTION OF ANY CANDIDATE OR ANY AUTHORIZED COMMITTEE OR AGENT OF SUCH COMMITTEE.			

Janet Smith

4/3/17

SIGNATURE OF TREASURER OR CANDIDATE

DATE

THE ILLINOIS STATE BOARD OF ELECTIONS IS REQUESTING DISCLOSURE OF INFORMATION THAT IS NECESSARY IF YOU QUALIFY AS A POLITICAL COMMITTEE AS OUTLINED UNDER PUBLIC ACT 78-1183, DISCLOSURE OF THIS INFORMATION IS REQUIRED. FAILURE TO PROVIDE ANY INFORMATION COULD RESULT IN A FINE UP TO \$5,000. THIS FORM IS IN COMPLIANCE WITH THE FORMS MANAGEMENT PROGRAM ACT

ALL POLITICAL COMMITTEES RETURN TO:

STATE BOARD OF ELECTIONS
2329 S. MacArthur Blvd.
SPRINGFIELD, IL 62704-4503

OR

STATE BOARD OF ELECTIONS
JAMES R. THOMPSON CENTER
100 W RANDOLPH ST, STE 14-100
CHICAGO, IL 60601-3232

NAME OF POLITICAL COMMITTEE:

Carl Candidate for Senate

REPORTING PERIOD

1/1

3/31

FROM

THRU

FOR OFFICE USE ONLY
POLITICAL COMMITTEE IDENTIFICATION No.

SCHEDULE C

DEBTS AND OBLIGATIONS

SEE PAMPHLET "A GUIDE TO CAMPAIGN DISCLOSURE" FOR GUIDANCE.

FULL NAME, MAILING ADDRESS, AND ZIP CODE	DATE INCURRED	ORIGINAL AMOUNT	CUMULATIVE PAYMENT TO DATE ON DEBT	OUTSTANDING BALANCE AT THE CLOSE OF THIS PERIOD
John Wind 100 Wood Ave Cicero, IL 65390	2/19/17	\$2,000.00	\$1,000.00	\$1,000.00
ABC Printing 658 Norwood Chicago, IL 65390	3/4/17	\$650.00	\$0.00	\$650.00

TOTAL THIS PERIOD \$ 1,650.00

NAME OF POLITICAL COMMITTEE:

Carl Candidate for Senate

REPORTING PERIOD

1/1 | 3/31

FROM THRU

FOR OFFICE USE ONLY

POLITICAL COMMITTEE IDENTIFICATION No.

INVESTMENT SCHEDULE

ACQUISITION/LIQUIDATION OF INVESTMENTS

SEE PAMPHLET "A GUIDE TO CAMPAIGN DISCLOSURE" FOR GUIDANCE

DESCRIPTION OF INVESTMENTS AND DATE OF PURCHASE	NUMBER OF SHARES AND/OR PURCHASE PRICE AT ACQUISITION	VALUE AT END OF REPORTING PERIOD	DATE AND VALUE UPON LIQUIDATION
2/1/17—Certificate of Deposit 1st State Bank of Benld 205 Main St Benld, IL 62055	\$1,000.00	\$1,000.00	
3/15/17—GTE Stock Dean Witter Reynolds, Inc 400 Main St Chicago, IL 60154	\$5,075.00 (100 shares at \$50.75/share)	\$6,025.00	

TOTAL \$ 7,025.00

CHECK IF LAST PAGE OF THIS SCHEDULE

Please attach additional schedules as necessary.

NAME OF POLITICAL COMMITTEE:

Carl Candidate for Senate

REPORTING PERIOD

1/1

3/31

FROM

THRU

FOR OFFICE USE ONLY
POLITICAL COMMITTEE IDENTIFICATION NO.

ASSET SCHEDULE

ACQUISITION/LIQUIDATION OF ASSETS

SEE PAMPHLET "A GUIDE TO CAMPAIGN DISCLOSURE" FOR GUIDANCE.

DESCRIPTION OF ASSETS	DATE ACQUIRED	DISPOSITION OF ASSETS FULL NAME & MAILING ADDRESS	DONATED OR SOLD	VALUE (IF SOLD)
HP Computer	12/25/15	Salvation Army 400 Little Creek Chicago, IL 60602	donated	\$0.00

TOTAL \$ 0.00

CHECK IF LAST PAGE OF THIS FORM ONLY

Please attach additional schedules as necessary.

NAME OF POLITICAL COMMITTEE:

Carl Candidate for Senate

REPORTING PERIOD

1/1

3/31

FROM

THRU

FOR OFFICE USE ONLY

SCHEDULE E

REPORT OF PERSON/S COLLECTING/ACCEPTING CONTRIBUTIONS FROM AT LEAST 5 PERSONS IN AGGREGATE OF \$3000 OR MORE.

POLITICAL COMMITTEE IDENTIFICATION No.

SEE PAMPHLET "A GUIDE TO CAMPAIGN DISCLOSURE" FOR GUIDANCE.

THIS SCHEDULE TO BE INCLUDED WITH THE NEXT QUARTERLY REPORT

FULL NAME, MAILING ADDRESS, AND ZIP CODE OF PERSONS COLLECTING OR ACCEPTING CONTRIBUTIONS.	OCCUPATION
Bill Pemberton 1244 Sunnyside Way Chicago, IL 60023	Real Estate Developer

ALL POLITICAL COMMITTEES RETURN TO:

STATE BOARD OF ELECTIONS
2329 S. MacArthur Blvd.
SPRINGFIELD, IL 62704-4503

OR

STATE BOARD OF ELECTIONS
JAMES R. THOMPSON CENTER
100 W RANDOLPH ST, STE 14-100
CHICAGO, IL 60601-3232

NAME OF POLITICAL COMMITTEE:

Carl Candidate for Senate

REPORTING PERIOD

1/1

3/31

FROM

THRU

FOR OFFICE USE ONLY

DESCRIPTION OF AMENDED INFORMATION

POLITICAL COMMITTEE
IDENTIFICATION

No.

SEE PAMPHLET "A GUIDE TO CAMPAIGN DISCLOSURE" FOR GUIDANCE.

Description of amended information including sections of D-2 being amended

Schedule A - Added employer/occupation information for James Smith

Schedule A - corrected amount of contribution from Sports PAC to \$1,000

SCHEDULE A-1

REPORT OF CAMPAIGN CONTRIBUTIONS OF \$1000 OR MORE

FOR OFFICE USE ONLY

Full name and complete mailing address of Political Committee:

Carl Candidate for Senate
1 Wish St
Yourtown, IL 67890

POLITICAL COMMITTEE
IDENTIFICATION No.

CHECK IF AN ADDRESS CHANGE

SEE PAMPHLET "A GUIDE TO CAMPAIGN DISCLOSURE" FOR GUIDANCE.

Note: Schedule A-1 reporting requirements now apply throughout the calendar year.

This form must be filed within 5 business days after receipt of any contribution of \$1000 or more, or within 2 business days if that receipt was within 30 days or less before the date of an election and the political committee supports or opposes a candidate or public question on the ballot at that election or makes expenditures in excess of \$500 on behalf of or in opposition to a candidate(s), or a public question(s), on the ballot at that election by either:

1. **HAND DELIVERY** - to a State Board of Elections office (see bottom of form for addresses),
2. **FACSIMILE** - to (217)-782-5959 or (312)-814-6485. Please retain a confirmation transmission for your records,
3. **ELECTRONIC TRANSMISSION** - If this political committee is required to file its reports electronically, the Schedule A-1 must also be filed electronically.

Postal service or other mail services may be used. **CAUTION:** such services do not guarantee that the A-1 form will be received by our office prior to the deadline. **A POSTMARK IS NOT USED TO DETERMINE WHETHER AN A-1 FORM HAS BEEN TIMELY FILED.**

THESE CONTRIBUTIONS MUST ALSO BE REPORTED ON THE NEXT REGULARLY SCHEDULED FORM D-2 QUARTERLY REPORT, SCHEDULE A OR SCHEDULE I.

RECEIVED FROM: FULL NAME, MAILING ADDRESS, AND ZIP CODE	DATE	AMOUNT
Sports PAC 23 W Route 4 Calumet, IL 60409	3/17/17	\$ 1,000.00
		\$
		\$
		\$
		\$

Janet Smith

3/18/17

SIGNATURE OF TREASURER OR CANDIDATE

DATE

Name and address of person submitting this report if other than the committee's chairman or treasurer:

THE ILLINOIS STATE BOARD OF ELECTIONS IS REQUESTING DISCLOSURE OF INFORMATION THAT IS NECESSARY IF YOU QUALIFY AS A POLITICAL COMMITTEE AS OUTLINED UNDER PUBLIC ACT 78-1185. DISCLOSURE OF THIS INFORMATION IS REQUIRED. FAILURE TO PROVIDE ANY INFORMATION COULD RESULT IN A FINE UP TO \$5,000. THIS FORM IS IN COMPLIANCE WITH THE FORMS MANAGEMENT PROGRAM ACT

ALL POLITICAL COMMITTEES RETURN TO:

STATE BOARD OF ELECTIONS
2329 S MACARTHUR BLVD
SPRINGFIELD, IL 62704-4503

OR

STATE BOARD OF ELECTIONS
JAMES R. THOMPSON CENTER
100 W RANDOLPH ST, STE 14-100
CHICAGO, IL. 60601-3232

SCHEDULE B-1 REPORT OF INDEPENDENT EXPENDITURES OF \$1000 OR MORE.

FOR OFFICE USE ONLY

Full name and complete mailing address of Political Committee:

Carl Candidate for Senate
1 Wish St
Yourtown, IL 67890

POLITICAL COMMITTEE
IDENTIFICATION No.

CHECK HERE IF AN ADDRESS CHANGE

SEE PAMPHLET "A GUIDE TO CAMPAIGN DISCLOSURE" FOR GUIDANCE.

Independent expenditures of \$1000 or more shall be electronically filed with the State Board of Elections within 5 business days after making the independent expenditure, except that if the independent expenditures are made during the period 60 days before an election, they must be reported within 2 business days.

EXPENDED TO: FULL NAME, MAILING ADDRESS, AND ZIP CODE		DATE 1/8/17	PURPOSE campaign fliers	
Primetype Printing 25 Mill Court Smalltown, IL 69987		AMOUNT \$1,000.00		
		<input checked="" type="checkbox"/> SUPPORTING	CANDIDATE NAME Betty Johnson	OFFICE BEING SOUGHT Mayor
<input type="checkbox"/> OPPOSING				
EXPENDED TO: FULL NAME, MAILING ADDRESS, AND ZIP CODE		DATE	PURPOSE	
		AMOUNT \$		
		<input type="checkbox"/> SUPPORTING	CANDIDATE NAME	OFFICE BEING SOUGHT
<input type="checkbox"/> OPPOSING				
UNDER PENALTY OF PERJURY, THIS EXPENDITURE(S) WAS NOT MADE IN COOPERATION, CONSULTATION, OR CONCERT WITH, OR AT THE REQUEST OR SUGGESTION OF ANY CANDIDATE OR ANY AUTHORIZED COMMITTEE OR AGENT OF SUCH COMMITTEE.				

Janet Smith

1/10/17

SIGNATURE OF TREASURER OR CANDIDATE

DATE

THE ILLINOIS STATE BOARD OF ELECTIONS IS REQUESTING DISCLOSURE OF INFORMATION THAT IS NECESSARY IF YOU QUALIFY AS A POLITICAL COMMITTEE AS OUTLINED UNDER PUBLIC ACT 78-1183, DISCLOSURE OF THIS INFORMATION IS REQUIRED. FAILURE TO PROVIDE ANY INFORMATION COULD RESULT IN A FINE UP TO \$5,000. THIS FORM IS IN COMPLIANCE WITH THE FORMS MANAGEMENT PROGRAM ACT

ALL POLITICAL COMMITTEES RETURN TO:	
STATE BOARD OF ELECTIONS 2329 S MACARTHUR BLVD SPRINGFIELD, IL 62704-4503	OR STATE BOARD OF ELECTIONS JAMES R. THOMPSON CENTER 100 W RANDOLPH ST, STE 14-100 CHICAGO, IL 60601-3232



**LICENSE APPLICATION TO
CONDUCT A RAFFLE
(REGISTERED POLITICAL COMMITTEES ONLY)**

Please print and use black ink

Name and address of political committee:

Carl Candidate for Senate
1 Wish St
Yourtown, IL 67890

First and last dates for sale of raffle chances:

6/4/17

Name and address of committee officers:

Chair:

Jane Doe
478 W Second St
Yourtown, IL 67890

Location(s) at which raffle chances will be sold or issued:

Community Picnic
Central Community Park
Yourtown, IL 67890

Phone: 618/829-8861

E-mail: janedoe1234@aol.com

Number of raffles to be held: 1

Date(s) of determination of winning chance(s):

Treasurer:

Janet Smith
1 Wish St
Yourtown, IL 67890

Location(s) at which winning chance(s) will be determined:

6/4/17

Phone: 618/628-6293

E-mail: Smith.J@gmail.com

Briefly describe the prize(s):

50/50 Drawing

Name and address of individual(s) responsible for the conduct of the raffle:

Joe Steward
400 Delaware Ave
Yourtown, IL 67890

The undersigned hereby swear and affirm that _____ is organized as a political committee in Illinois as required by 10 ILCS 5/9-1 et. Seq., an "Act to Regulate Campaign Financing," and is eligible to receive a raffle license as prescribed by law, and further, that the above stated facts are true. We agree to comply with all provisions included in PA 86-394 and IL Admin Code, Sec 210.10. We understand that failure to abide by the Act shall void any license granted to this committee.

Janet Smith
Signature of committee Chair OR Treasurer

FOR OFFICE USE ONLY

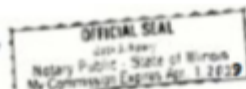
Committee ID Number: _____

Subscribed and sworn to me this
1st day of March, 2017

Approval Date: _____

Jack A. Notary

Signature





RAFFLE REPORT

FOR OFFICE USE ONLY

Full name and complete mailing address of Political Committee:

Carl Candidate for Senate
1 Wish St
Yourtown, IL 67890

POLITICAL COMMITTEE
IDENTIFICATION NO.

CHECK IF ADDRESS CHANGE

Date of Raffle Drawing: 9/4/17	All committees Return This Form To: State Board of Elections 2329 S MacArthur Blvd. Springfield, IL 62704-4503
Describe Raffle: 50/50	
Check here if this is an amended Raffle Report: <input type="checkbox"/>	

SEE PAMPHLET "RULES FOR RAFFLES" FOR GUIDANCE.

Gross Receipts \$217.50 (1)

minus Expenses \$35.52 (2)

equals Net Proceeds \$181.98 (3)

See instructions on the reverse side of this form.
Attach additional sheets if necessary.

Distribution of Net Proceeds (Cash):			
Payee name and address	Date	Purpose	Amount
Thomas Anderson; 53 Main St, Yourtown, IL 67890	9/4/17	winner	\$108.75
Carl Candidate for Senate; 1 Wish St, Yourtown, IL 67890	9/4/17	kept by committee	\$73.23

Net Proceeds Total \$181.98

Distribution of Net Proceeds (Non-Cash):		
Winner name and address	Date	Item

VERIFICATION
I DECLARE THAT THIS RAFFLE REPORT HAS BEEN EXAMINED BY ME AND, TO THE BEST OF MY KNOWLEDGE, IS A TRUE, CORRECT AND COMPLETE REPORT AS REQUIRED BY 230 ILCS 15/8.1 OF THE RAFFLES ACT. VIOLATION OF ANY PROVISION OF THIS SECTION IS A CLASS C MISDEMEANOR.

Janet Smith

9/7/17

SIGNATURE OF TREASURER OR CHAIRMAN

DATE

IN-KIND CONTRIBUTION NOTIFICATION

SEE PAMPHLET "A GUIDE TO CAMPAIGN DISCLOSURE" FOR GUIDANCE.

The contributor shall notify the committee of these donated goods or services
within five (5) business days.

Do not send this form to the State Board of Elections.

Full Name, Mailing Address, and Zip Code

If the In-Kind was donated by an Individual, occupation & employer must be provided.

To Candidate/Political Committee:

From:

Carl Candidate for Senate
1 Wish St
Yourtown, IL 67890

Tony Jones
45 Trailridge Rd
Springfield, IL 62704

Occupation & Employer (if applicable)

In-Kind Contribution

Full Name, Mailing Address and Zip Code of Vendor (if applicable).	Date	Value
ABC Printing 45 Adams St Springfield, IL 62796	2/13/17	\$550.00
	Description printing	

The political committee must report this contribution on their Form D-2, Section A, Part 5.

Tony Jones

Signature of Contributor

2/14/17

Date

NATURAL PERSON INDEPENDENT EXPENDITURE DISCLOSURE

FOR OFFICE USE ONLY

SEE PAMPHLET "A GUIDE TO CAMPAIGN DISCLOSURE" FOR GUIDANCE.

A natural person shall notify the State Board of Elections of an aggregate of independent expenditures supporting or opposing a public official or candidate totaling \$3000 or more during any 12 month period, within 2 business days of meeting/exceeding the \$3000 threshold; additional expenditures in increments of \$1000 in relation to same election must also be reported.

Using this same form, when a natural person makes an independent expenditure(s) supporting or opposing a single public official or candidate during an election cycle aggregating more than (i) \$250,000 for statewide office or (ii) \$100,000 for all other elective offices, he/she must notify the Board of Elections by filing this form within 2 business days. This shall result in the lifting of all contribution limits for each candidate for that office.

Natural person's name:	John Smith
Natural person's address:	25 Elm St Yourtown, IL 67890
Natural person's occupation:	Attorney
Natural person's employer:	Wolfram & Hart

Name and address of public official/candidate:	<input checked="" type="checkbox"/> supported	Date	Amount	Nature/Description
Carl Candidate for Senate 1 Wish St Yourtown, IL 67890	<input checked="" type="checkbox"/> supported	1/8/17	\$ 2,500	TV commercials
	<input type="checkbox"/> opposed			
Carl Candidate for Senate 1 Wish St Yourtown, IL 67890	<input checked="" type="checkbox"/> supported	1/9/17	\$ 1,500	radio advertising
	<input type="checkbox"/> opposed			
Name and address of public official/candidate:	<input type="checkbox"/> supported	Date	Amount	Nature/ Description
	<input type="checkbox"/> opposed			
			\$	

VERIFICATION

I DECLARE THAT THIS REPORT OF MY INDEPENDENT EXPENDITURE(S) HAS BEEN EXAMINED BY ME AND TO THE BEST OF MY KNOWLEDGE AND BELIEF IS A TRUE, CORRECT AND COMPLETE DISCLOSURE AS REQUIRED BY ARTICLE 9 OF THE ELECTION CODE. I UNDERSTAND THAT WILLFULLY FILING A FALSE OR INCOMPLETE REPORT IS A BUSINESS OFFENSE SUBJECT TO A FINE OF UP TO \$5000.

John Smith 1/10/17

 Signature of natural person Date

STATE BOARD OF ELECTIONS 2329 S MACARTHUR BLVD SPRINGFIELD, IL 62704-4503	ALL NATURAL PERSONS RETURN TO: OR	STATE BOARD OF ELECTIONS JAMES R. THOMPSON CENTER 100 W RANDOLPH ST, STE 14-100 CHICAGO, IL. 60601-3232
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INDEPENDENT EXPENDITURE COMMITTEE DISCLOSURE

FOR OFFICE USE ONLY

SEE PAMPHLET "A GUIDE TO CAMPAIGN DISCLOSURE" FOR GUIDANCE.

An Independent Expenditure committee shall notify the State Board of Elections within 2 business days of making independent expenditures aggregating more than \$250,000 for statewide office, or \$100,000 for all other elective offices, supporting or opposing a public official or candidate during an election cycle.

INDEPENDENT EXPENDITURE
COMMITTEE No..

99999-99

Independent Expenditure Committee name:

Committee to Support Political Endeavors

Independent Expenditure Committee address:

555 N Place Ave, Sometown, IL 67890

Election Type:

General Election

Election Year:

2020

Name and address of public official/candidate:	<input checked="" type="checkbox"/> supported	Date	Amount	Nature/Description
Public A. Official	<input type="checkbox"/> opposed	3/17/20	\$74,000.00	Pamphlets From Office Depot
		Date	Amount	Nature/Description
		3/27/20	\$ 24,550.	T.V. Commercials on WGN
		Date	Amount	Nature/Description
		4/2/20	\$13,999.50	Consultant Fees to Bob's Political Consulting

VERIFICATION

I DECLARE THAT THIS REPORT OF INDEPENDENT EXPENDITURE(S) HAS BEEN EXAMINED BY ME AND TO THE BEST OF MY KNOWLEDGE AND BELIEF IS A TRUE, CORRECT AND COMPLETE DISCLOSURE AS REQUIRED BY ARTICLE 9 OF THE ELECTION CODE. I UNDERSTAND THAT WILLFULLY FILING A FALSE OR INCOMPLETE REPORT IS A BUSINESS OFFENSE SUBJECT TO A FINE OF UP TO \$5000.

Francine Citizen

4/3/2020

Signature of chairperson

Date

STATE BOARD OF ELECTIONS
2329 S MACARTHUR BLVD
SPRINGFIELD, IL 62704-4503

OR

ALL INDEPENDENT EXPENDITURE COMMITTEES RETURN TO:
STATE BOARD OF ELECTIONS
JAMES R. THOMPSON CENTER
100 W RANDOLPH ST, STE 14-100
CHICAGO, IL. 60601-3232

STATE BOARD OF ELECTIONS
State of Illinois

2329 S. MacArthur Blvd.
Springfield, IL 62704
Telephone: (217) 782-4141
(TDD): (217) 782-1518
Fax: (217) 782-5959

James R. Thompson Center
100 W. Randolph, Suite 14-100
Chicago, IL 60601
Telephone: (312) 814-6440
(TDD): (312) 814-6431
Fax: (312) 814-6485

State Board of Elections Web Site
www.elections.il.gov

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