

Maryland State Board of Elections Campaign Finance Report Summary Sheet

Part 1

Entity Name: _____ Entity # _____ Report Due Date: _____

Transaction Period → This Report covers transactions beginning _____ and ending _____ .
Date Date

- Final Report (Check if you intend to close the account. This cannot be a final report if a cash balance or outstanding obligation remains)
 Amendment # _____ (Date amendment is being filed _____.)

Part 2

Bank Account Name	Bank Account Number	Bank Account Balance*
Total		

*As of the report transaction ending date.

Part 3

Receipts

Contributions – Schd 1, Col A	
Ticket Purchases – Schd 1, Col B	
Federal Committees – Schd 1, Col C	
Political Clubs – Schd 1, Col D	
MD Candidate and Slate Accounts – Schd 1A, Col E	
MD Party Central Committees – Schd 1A, Col F	
MD Political Action Committees – Schd 1A, Col G	
Non-Federal Out-of-State Committees – Schd 1A, Col H	
Other – Schd 1B, Col I	
Loans – Schd 3, Col K	

Enter Total in Part 4 (Total Receipts)

Expenditures

Salaries & Other Compensation – Schd 2, Col N	
Rent & Other Office Expenses – Schd 2, Col O	
Field Expenses – Schd 2, Col P	
Media – Schd 2, Col Q	
Printing & Campaign Materials – Schd 2, Col R	
Direct Mailing by Mail House – Schd 2, Col S	
Postage – Schd 2, Col T	
Purchase of Equipment – Schd 2, Col U	
Fundraising Expenses – Schd 2, Col V	
Transfers Out – Schd 2, Col W	
Loan Repayment – Schd 2, Col X	
Other – Schd 2, Col Y	
Returned Contribution – Schd 2, Col Z	

Enter Total in Part 4 (Total Expenditures)

Part 4

Prior Balance	[]	Report calculated cash balance from Part 4 of your prior report.
	+	
Total Receipts	[]	Total of Part 3 Receipts
	-	
Total Expenditures	[]	Total of Part 3 Expenditures
	=	
Cash Balance	[]	This is your report calculated cash balance. Carry forward this balance to your next report.

Part 5

Value of In-Kind Contributions – Schd 1B, Col J	
Value of In-Kind Expenditures – Schd 2, Col AA	

Part 6

Outstanding Loan Balance – Schd 3, Col L	
Outstanding Bills Due – Schd 3, Col M	
Total Outstanding Obligations	

Part 7

Under penalty of perjury, we declare that we have examined this report, including the accompanying schedules, and to the best of our knowledge and belief they are complete and accurate.

(Date)
Signature of Treasurer

(Date)
Signature of Chairman

All Reports must bear original signatures.

Warning
Failure to provide all information required by this form will be regarded as a failure to file.