Commission on Governmental Ethics and Election Practices

Mail: 135 State House Station, Augusta, Maine 04333

Office: 45 Memorial Circle, Augusta ME, 04333

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Website: www.maine.gov/ethics

Phone: 207-287-4179

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**2023 CAMPAIGN FINANCE REPORT**

**For all Political Action Committees, Ballot Question Committees, & State Party Committees**

**Please complete ALL entries.**

|  |  |  |
| --- | --- | --- |
| **NAME OF COMMITTEE** |  | **□ CHECK IF CHANGED FROM PREVIOUS REPORT** |
| **STREET** |  |
| **CITY AND ZIP CODE** |  | **TELEPHONE NUMBER** |  |
| **E-MAIL** |  |
| **NAME****OF TREASURER** |  | **□ CHECK IF CHANGED FROM PREVIOUS REPORT** |
| **MAILING ADDRESS STREET** |  |
| **CITY AND ZIP CODE** |  | **TELEPHONE NUMBER** |  |
| **E-MAIL** |  |
| **Type of Report**  | **Due Date** | **Dates of Report Period** |
| ** Initial PAC Report** ** Initial BQC Report**** April Quarterly Report**** July Quarterly Report**** October Quarterly Report**** January Quarterly Report** | **Seven (7) days after Registration****Seven (7) days after Registration****April 10, 2023****July 17, 2023****October 5, 2023****January 16, 2024** | **Start of Year - date of registration****Start of Campaign – date of registration****January 1 - March 31, 2023****April 1 - June 30, 2023****July 1 - September 30, 2023****October 1 - December 31, 2023** |
| ** Amendment to: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  |
| ** No Activity Report: Use only if the committee had no contributions and no expenditures and did not incur any unpaid debts or obligations during the reporting period. Check the appropriate report above as well.**  |
| ** Termination Report: If the committee will have no further activity. Check the appropriate report above as well.**  |
| **I CERTIFY THAT I HAVE EXAMINED THIS REPORT AND TO THE BEST OF MY KNOWLEDGE IT IS TRUE, CORRECT, AND COMPLETE.** |
|   |   |   |
| **Treasurer’s or Principal Officer’s Signature** |  | **Date** |

PAC/BQC Name: Page \_\_\_\_ of \_\_\_\_

Schedule A only

**SCHEDULE A**

**CASH CONTRIBUTIONS**

* For contributors who gave more than $50, the committee must report the contributor’s name, address, occupation, and employer.
* If employment information has been requested from the contributor and the contributor has not provided it, indicate “information requested” for the occupation and employer.
* For cash contributions totaling $50 or less, please enter “unitemized contributions” as the contributor and the total amount and the appropriate key code on a line on this page. Once a contributor has given the committee more than $50 in a report period, you must list that contributor separately.
* Duplicate as needed.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **DATE****RECEIVED** | **CONTRIBUTOR’S NAME, ADDRESS, ZIP** | **OCCUPATION AND EMPLOYER** | **TYPE****(use key****code)** | **AMOUNT** |
|   |   |   |   |   |
|   |   |   |   |   |
|   |   |   |   |   |
|   |   |   |   |   |
|   |   |   |   |   |
|   |   |   |   |   |
| **Total cash contributions (this page only) ****(combined totals from all Schedule A pages must be listed on Schedule F** |   |

|  |  |
| --- | --- |
| Key Codes: |   |
| 1 = Individuals | 7 = Ballot Question Committee |
| 3 = Commercial Source | 9 = Candidate/Candidate Committees |
| 4 = Non Profit Organization | 10 = General Treasury Transfer |
| 5 = Political Action Committee | 12 = Contributors giving $50 or Less |
| 6 = Political Party Committee | 16 = Financial Institution |

PAC/BQC Name: Page \_\_\_\_ of \_\_\_\_

Schedule A-1 only

**SCHEDULE A-1**

**IN-KIND CONTRIBUTIONS**

* In-kind contributions are goods and services (including facilities) that a committee received at no cost or at a cost less than the fair market value. They include all goods and services purchased for the committee by others if the committee does not expect to reimburse the person who made the purchase.
* For contributors who gave more than $50, the committee must report the contributor’s name, address, occupation, and employer.
* If employment information has been requested from the contributor and the contributor has not provided it, indicate “information requested” for the occupation and employer.
* For contributions totaling $50 or less, please enter “unitemized contributions” as the contributor and the total amount and the appropriate key code on a line on this page. Once a contributor has given the committee more than $50 in a report period, you must list that contributor separately.

|  |  |
| --- | --- |
| Key Codes: |   |
| 1 = Individuals | 7 = Ballot Question Committee |
| 3 = Commercial Source | 9 = Candidate/Candidate Committees |
| 4 = Non Profit Organization | 10 = General Treasury Transfer |
| 5 = Political Action Committee | 12 = Contributors giving $50 or Less |
| 6 = Political Party Committee | 16 = Financial Institution |

* Duplicate as needed.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **DATE RECEIVED** | **CONTRIBUTOR’S NAME, ADDRESS, ZIP** | **OCCUPATION AND****EMPLOYER** | **DESCRIPTION****(of goods, services, facilities, or discounts received)**  | **TYPE****(use key****code)** | **VALUE****(estimated fair market value)**  |
|   |  |   |   |   |   |
|   |   |   |   |   |   |
|   |   |   |   |   |   |
|   |   |   |   |   |   |
|   |   |   |   |   |   |
| **Total in-kind contributions (this page only) ****(combined totals from all Schedule A-1 pages must be listed on Schedule F)** |   |

PAC/BQC Name: Page \_\_\_\_ of \_\_\_\_

Schedule B only

**SCHEDULE B**

**EXPENDITURES TO SUPPORT OR OPPOSE**

* Enter all expenditures, including cash contributions from this committee, made to support or oppose a candidate, political action committee, ballot question committee, or party committee.
* Enter all expenditures made to support or oppose a ballot question, referendum, or citizen initiative, including expenditures made in the signature-gathering phase.
* Enter the name of the candidate, ballot question, or committee supported or opposed by the expenditure and indicate whether the expenditure was made in support or opposition.
* Duplicate as needed.

**If a single expenditure is made to support or oppose multiple candidates, committees, or ballot questions, the expenditure must be itemized by the amount spent per candidate, committee, or ballot question, not as a single expenditure, and each candidate, committee, or ballot question must be identified.**

|  |
| --- |
| **EXPENDITURE TYPES** |
| APP | Apparel (t-shirts, hats, embroidery, etc.) | PER | Personnel and campaign staff, consulting, and independent contractors |
| CON | Contribution to party committee, non-profit, other | PHO | Phones (phone banking, robocalls, and texts) |
| EQP | Equipment of $50 or more (computer, tablet, phone, furniture, etc.) | POL | Polling and survey research |
| EVT | Campaign and fundraising events (venue/booth rental, entertainment, supplies, etc.) | POS | Postage for US Mail and mailbox fees |
| FOD | Food for campaign events or volunteers, catering  | PRO | Professional services (graphic design, legal services, web design) |
| HRD | Hardware and small tools (hammer, nails, lumber, paint, etc.) | RAD | Radio ads and production costs only |
| LIT | Printed campaign materials (palmcards, signs, stickers, flyers etc.) | TKT | Entrance cost to event (bean suppers, fairs, party events, etc.) |
| MHS | Mail house and direct mail (design, printing, mailing, and postage) | TRV | Travel (mileage and lodging, etc.) |
| OFF | Office supplies, rent, utilities, internet service, phone minutes/data | TVN | TV/Cable ads, production, and media buyer costs only |
| ONL | Social medial and online advertising only | WEB | Website and internet costs (website domain and registration, etc.)  |
| OTH | Other and fees (bank, contribution, and money order fees, etc.) |  |   |
| ***! REMARKS REQUIRED ON ALL EXPENDITURE TYPES!*** |
| Date: | Payee Name and Address: | Amount |
|   |   |   |
| Type: | Remarks (Required): |   |
| SupportOppose | Candidate Name/Ballot Question: |   |
| Date: | Payee Name and Address: | Amount |
|   |   |   |
| Type: | Remarks (Required): |   |
| SupportOppose | Candidate Name/Ballot Question: |   |
|   | **Total expenditures this page only ****(combined totals from all Schedule B pages must be listed on Schedule F)** |   |

PAC/BQC Name: Page \_\_\_\_ of \_\_\_\_

Schedule B only

**SCHEDULE B (continued)**

**EXPENDITURES TO SUPPORT OR OPPOSE**

|  |  |  |
| --- | --- | --- |
| Date: | Payee Name and Address: | Amount |
|   |   |   |
| Type: | Remarks (Required): |   |
| SupportOppose | Candidate Name/Ballot Question: |   |
| Date: | Payee Name and Address: | Amount |
|   |   |   |
| Type: | Remarks (Required): |   |
| SupportOppose | Candidate Name/Ballot Question: |   |
| Date: | Payee Name and Address: | Amount |
|   |   |   |
| Type: | Remarks (Required): |   |
| SupportOppose | Candidate Name/Ballot Question: |   |
| Date: | Payee Name and Address: | Amount |
|   |   |   |
| Type: | Remarks (Required): |   |
| SupportOppose | Candidate Name/Ballot Question: |   |
| Date: | Payee Name and Address: | Amount |
|   |   |   |
| Type: | Remarks (Required): |   |
| SupportOppose | Candidate Name/Ballot Question: |   |
|   |  | **Total expenditures this page only ****(combined totals from all Schedule B pages must be listed on Schedule F)** |   |

PAC/BQC Name: Page \_\_\_\_ of \_\_\_\_

Schedule B-1 only

**SCHEDULE B - 1**

**OPERATING EXPENSES**

* List all operational expenditures made to a single payee or creditor that were made during this reporting period. Multiple expenditures for bank fees and vehicle travel may be aggregated and listed as a lump sum provided that the time period of the expenditure be identified in the remark section.
* Duplicate as needed

|  |
| --- |
| **EXPENDITURE TYPES** |
| APP | Apparel (t-shirts, hats, embroidery, etc.) | PER | Personnel and campaign staff, consulting, and independent contractors |
| CON | Contribution to party committee, non-profit, other | PHO | Phones (phone banking, robocalls, and texts) |
| EQP | Equipment of $50 or more (computer, tablet, phone, furniture, etc.) | POL | Polling and survey research |
| EVT | Campaign and fundraising events (venue/booth rental, entertainment, supplies, etc.) | POS | Postage for US Mail and mailbox fees |
| FOD | Food for campaign events or volunteers, catering  | PRO | Professional services (graphic design, legal services, web design) |
| HRD | Hardware and small tools (hammer, nails, lumber, paint, etc.) | RAD | Radio ads and production costs only |
| LIT | Printed campaign materials (palmcards, signs, stickers, flyers etc.) | TKT | Entrance cost to event (bean suppers, fairs, party events, etc.) |
| MHS | Mail house and direct mail (design, printing, mailing, and postage) | TRV | Travel (mileage and lodging, etc.) |
| OFF | Office supplies, rent, utilities, internet service, phone minutes/data | TVN | TV/Cable ads, production, and media buyer costs only |
| ONL | Social medial and online advertising only | WEB | Website and internet costs (website domain and registration, etc.)  |
| OTH | Other and fees (bank, contribution, and money order fees, etc.) |  |   |
| ***! REMARKS REQUIRED FOR ALL EXPENDITURE TYPES !****.* |
| **Date** | **Payee Name & Address** | **Type** | **RemarkS (REQUIRED)** | **Amount** |
|   |   |   |   |   |
|   |   |   |   |   |
|   |   |   |   |   |
|   |   |   |   |   |
|   |   |   |   |   |
|   |   |   |   |   |
| **Total expenditures (this page only) ** **(combined totals from all Schedule B-1 pages must be listed on Schedule F)** |   |

PAC/BQC Name: Page \_\_\_\_ of \_\_\_\_

Schedule B-1 only

**SCHEDULE B – 1 (continued)**

**OPERATING EXPENSES**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Date** | **Payee Name & Address** | **Type** |  **REMARKS (REQUIRED)** | **Amount** |
|   |   |   |   |   |
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|   |   |   |   |   |
| **Total expenditures (this page only) ** **(combined totals from all Schedule B-1 pages must be listed on Schedule F)** |   |

PAC/BQC Name: Page \_\_\_\_ of \_\_\_\_

Schedule C only

**SCHEDULE C**

**LOANS AND REPAYMENTS**

* List all new and continuing loans that were unpaid at any time during this reporting period. If a loan amount is forgiven, the amount forgiven **must** also be entered as a contribution on Schedule A.
* Duplicate as needed.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **COLUMN 1** | **COLUMN 2** | **COLUMN 3** | **COLUMN 4** | **COLUMN 5** |
| **LENDER’S NAME****AND ADDRESS** | **LOAN BALANCE AT BEGINNING OF PERIOD** | **ACTIVITY THIS PERIOD****(report amount and date)** | **LOAN BALANCE AT END OF PERIOD****(1+2) – 3 – 4** |
| **AMOUNT LOANED** **THIS PERIOD** | **AMOUNT REPAID****THIS PERIOD** | **AMOUNT****FORGIVEN****THIS PERIOD****(Enter on****Schedule A also)** |
|  |  |  DATEAMOUNT |  DATEAMOUNT |  DATEAMOUNT |  |
|   |   |  DATEAMOUNT |  DATEAMOUNT |  DATEAMOUNT |   |
|   |   |  DATEAMOUNT |  DATEAMOUNT |  DATEAMOUNT |   |
|   |   |  DATEAMOUNT |  DATEAMOUNT |  DATEAMOUNT |   |
|  |  |  DATEAMOUNT |  DATEAMOUNT |  DATEAMOUNT |  |
|  |  |  DATEAMOUNT |  DATEAMOUNT |  DATEAMOUNT |  |
| **Totals for each column ** |  | **Enter on** **Schedule F,****Line 3** | **Enter on** **Schedule F,****Line 7** |   | **Enter on** **Schedule F,****Line 14** |

PAC/BQC Name: Page \_\_\_\_ of \_\_\_\_

Schedule D only

**SCHEDULE D**

**UNPAID DEBTS AND OBLIGATIONS**

* A debt or obligation is incurred if a committee places an order for a good or service without making a payment; makes a promise or agreement to pay for a good or service; signs a contract for a good or service; or receives delivery of a good or service for which the committee has not paid.
* This schedule is a list of all unpaid debts and obligations of the committee as of the end of this reporting period. When the obligation has been paid, the expenditure (i.e., the actual payment) must be reported on Schedule B or B-1.
* If the committee has not received a bill for goods or services, contact the vendor to obtain the amount owed. If it is impossible to verify the amount of the debt, enter an estimated amount and indicate that the amount is estimated in the purpose section.
* **If obligations from a previous campaign finance report still remain unpaid, you will need to continue to report them on this schedule until they have been paid in full.**
* Duplicate as needed.

|  |  |  |  |
| --- | --- | --- | --- |
| **DATE OF OBLIGATION** | **CREDITOR’S NAME AND ADDRESS** | **PURPOSE** | **AMOUNT** |
|   |   |   |   |
|   |   |   |   |
|   |   |   |   |
|   |   |   |   |
|   |   |   |   |
|   |   |   |   |
|   |   |   |   |
|   |   |   |   |
| **Total unpaid debts and obligations (this page only) ****(combined totals from all Schedule D pages must be listed on Schedule F)** |   |

PAC/BQC Name:

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| **SCHEDULE F****SUMMARY SCHEDULE** |
| **CASH ACTIVITY** |
| **Receipts** | **Total for this Period** |
| 1. Cash Contributions (Schedule A) |   |
| 2. Other Cash Receipts (interest, etc.) |   |
| 3. Loans (Schedule C) |   |
| 4. Total Receipts (lines 1 + 2 + 3) |   |
| **Expenditures** | **Total for this Period** |
| 5. Expenditures to Support or Oppose (Schedule B) |   |
| 6. Operating Expenditures (Schedule B-1) |   |
| 7. Loan Repayment (Schedule C) |   |
| 8. Total Payments (lines 5 + 6 + 7) |   |
| **CASH SUMMARY** |
|   | **Total for This Period** |
| 9. Cash Balance at Beginning of Period |   |
| 10. Plus Total Receipts This Period (line 4 above) |   |
| 11. Minus Total Payments This Period (line 8 above) |   |
| 12. Cash Balance at End of Period |   |
| **OTHER ACTIVITY** |
|   | **Total for This Period** |
| 13. In-Kind Contributions (Schedule A-1) |   |
| 14. Total Loan Balance at End of Period (Schedule C) |   |
| 15. Total Unpaid Debts at End of Period (Schedule D) |   |