



**CAMPAIGN CONTRIBUTION STATEMENT  
STATE PARTY**  
SECRETARY OF STATE  
SFN 53972 (11-2009)

Secretary of State  
State of North Dakota  
600 E Boulevard Ave Dept 108  
Bismarck ND 58505-0500  
Telephone 701-328-4146  
Toll Free 800-352-0867  
Fax 701-328-3413  
Web Site: www.nd.gov/sos/electvote

**SEE REVERSE SIDE FOR REPORTING REQUIREMENTS AND INSTRUCTIONS**

Campaign contribution reporting provisions are found in North Dakota Century Code, Chapter 16.1-08.1.

**Please print.**

**Section A**

Name of state party			
State party address (street address or post office box)	City	State	Zip Code
Name of person completing this report			Daytime Telephone Number

**Section B**

TYPE OF REPORT	ELECTION DATE	REPORT DUE DATE	REPORT COVERS
<input type="checkbox"/> PRE-PRIMARY ELECTION REPORT		Due twelve days before the election	January 1 through twenty days before election
<input type="checkbox"/> PRE-GENERAL ELECTION REPORT			
<input type="checkbox"/> PRE-SPECIAL ELECTION REPORT			
<input type="checkbox"/> YEAR END REPORT		January 31 each year	Entire calendar year
<input type="checkbox"/> 48-HOUR REPORT		Within 48 hours if a contribution in excess of \$500 is received within 20 days before the election	Twenty day period before election
<input type="checkbox"/> AMENDED (also mark applicable report being amended above)			

**Section C** (This section does not apply to 48-hour reports)

Cash on hand in fund at <u>beginning</u> of reporting period (January 1)	\$ _____
Cash on hand in fund at <u>end</u> of reporting period	\$ _____
Gross total of all contributions received in excess of \$200	\$ _____
Gross total of all contributions received of \$200 or less	\$ _____
Gross total of all expenditures made in excess of \$200	\$ _____
Gross total of all expenditures made of \$200 or less	\$ _____

**Section D**

I, \_\_\_\_\_, certify that I have examined this Campaign Contribution Statement, including any attached addenda for filing with this statement, and to the best of my knowledge and belief it is true, correct and complete.

Print name of person completing this report

\_\_\_\_\_

Signature of person completing this report

\_\_\_\_\_

Date

## REPORTING REQUIREMENTS

**STATE POLITICAL PARTIES:** State political parties are required to file a Campaign Contribution Statement which must include the name and mailing address of all contributors who contributed in excess of \$200 in the aggregate during the reporting period; a detailed listing of all expenditures made in excess of \$200 for political purposes in the aggregate during the reporting period; the amount of each reportable contribution received and expenditure made; and the date the most recent contribution was received and/or expenditure was made. Even if a state party has not received a contribution in excess of \$200 or made an expenditure in excess of \$200 during the reporting period, the state political party must file a statement as required by Chapter 16.1-08.1 of the North Dakota Century Code. The boxes "No reportable contributions for reporting period" and "No reportable contributions since last report filed" are provided on Schedule # 1 for this purpose as well as "No reportable expenditures for reporting period" and "No reportable expenditures since last report filed" on Schedule # 2. State parties must report gross totals of all contributions received and expenditures made in excess of \$200 as well as the gross total of all contributions received and expenditures made of \$200 or less. Parties must also report total cash on hand in the filers account at the start and end of a reporting period.

Three reporting schedules are provided in the Campaign Contribution Statement. **Schedule # 1** is for reporting contributions received in excess of \$200 and under \$5,000. **Schedule # 2** is for reporting contributions received of \$5,000 or more. **Schedule # 3** is for reporting expenditures made for political purposes in excess of \$200.

Aggregate contributions must reference the date of the most recent contribution. Contributions made separately by different persons from joint accounts are considered separate contributions for reporting purposes.

### **TYPES OF REPORTABLE CONTRIBUTIONS:**

A gift, transfer, conveyance, provision, receipt, subscription, loan, advance, deposit of money, or anything of value, made for the purpose of influencing the nomination for election, or election, of any person to public office or aiding or opposing the circulation or passage of a statewide initiative or referendum petition or measure.

The term also means a contract, promise, or agreement, express or implied, whether or not legally enforceable, to make a contribution for any of the above purposes.

The term includes funds received by a candidate for public office or a political party or committee, which are transferred or signed over to that candidate, party, or committee from another candidate, party, or political committee or other source.

The term "anything of value" includes any good or service of more than a nominal value. The term "nominal value" means the cost, price, or worth of the good or service is trivial, token, or of no appreciable value. The term "contribution" does not include:

1. A loan of money from a bank or other lending institution made in the regular course of business.
2. Time spent by volunteer campaign or political party workers.
3. Money spent by a candidate on the candidate's own behalf.
4. Money or anything of value received for commercial transactions, including rents, advertising, or sponsorships made as a part of a fair market value bargained-for exchange.
5. Money or anything of value received by a candidate in that person's personal capacity, including pursuant to a contract or agreement made for personal or private employment purposes, and not received for a political purpose or to influence the performance of that person's official duty.
6. Contributions of products or services for which the actual cost or fair market value are reimbursed by a payment of money.

### **TYPES OF REPORTABLE EXPENDITURES:**

A gift, transfer, conveyance, provision, loan, advance, payment, distribution, disbursement, outlay, or deposit of money or anything of value, except a loan of money from a bank or other lending institution made in the regular course of business, made for the purpose of influencing the passage or defeat of a measure or the nomination for election, or election, of any individual to office.

The term also means a contract, promise, or agreement, express or implied, whether or not legally enforceable, to make any expenditure and includes the transfer of funds by a political committee to another political committee.

## INSTRUCTIONS FOR CAMPAIGN CONTRIBUTION STATEMENT

**SECTION A:** Campaign Contribution Statements must include information pertaining to the state party for contact information purposes. The statement must include the name of the state party, the party address, name of person completing the report and a daytime telephone number.

**SECTION B:** Campaign Contribution Statements must indicate whether the report is a pre-primary, pre-general, pre-special, year-end, 48-hour or amended report.

**SECTION C:** Enter cash on hand at the start of the reporting period. That would be January 1 of the reporting year. Enter cash on hand at end of the reporting period. Report the gross total of all contributions received and expenditures made in excess of \$200 and the gross total of all contributions received and expenditures made of \$200 or less.

**SECTION D:** The person completing the report must certify that the information contained in the report is true, correct, and complete by signing and dating the Campaign Contribution Statement.

**FILING INSTRUCTIONS:** Campaign Contribution Statements are deemed properly filed when deposited with or delivered to the Secretary of State within the prescribed time. A statement that is mailed is deemed properly filed when it is postmarked and directed to the Secretary of State within the prescribed time. If a statement is not received by the Secretary of State, a duplicate of the statement must be promptly filed upon notice by the Secretary of State of its nonreceipt.

### **WHERE TO FILE:**

Secretary of State, State of North Dakota  
600 E Boulevard Ave Dept 108  
Bismarck ND 58505-0500      Fax 701-328-3413

**SCHEDULE # 1 - Contributions Received In Excess of \$200 and under \$5,000**

Attach additional pages if necessary. Please print.

- No reportable contributions for reporting period.
- No reportable contributions since last report filed.

CONTRIBUTOR NAME	ADDRESS	AGGREGATE CONTRIBUTIONS	DATE OF MOST RECENT CONTRIBUTION MONTH/DAY/YEAR
EXAMPLE DOE, JOHN	100 1ST AVENUE ----- BISMARCK ND 58501	\$ 250	03/15/08

CONTRIBUTOR NAME (last name, first name)	ADDRESS	AGGREGATE CONTRIBUTIONS	DATE OF MOST RECENT CONTRIBUTION MONTH/DAY/YEAR
1	-----	\$	
2	-----	\$	
3	-----	\$	
4	-----	\$	
5	-----	\$	
6	-----	\$	
7	-----	\$	
8	-----	\$	
9	-----	\$	
10	-----	\$	
11	-----	\$	
12	-----	\$	
13	-----	\$	

**SCHEDULE # 2 - Contributions Received of \$5,000 or more**

Attach additional pages if necessary. Please print.

CONTRIBUTOR NAME	ADDRESS	AGGREGATE CONTRIBUTIONS	DATE OF MOST RECENT CONTRIBUTION MONTH/DAY/YEAR
EXAMPLE DOE, JOHN	100 1ST AVENUE ----- BISMARCK ND 58501	\$ 5,000	03/15/08
OCCUPATION : DOCTOR	EMPLOYER: GENERAL HOSPITAL	PRINCIPAL PLACE OF BUSINESS ADDRESS: ABC STREET, BISMARCK, ND 58501	

CONTRIBUTOR NAME (last name, first name)	ADDRESS	AGGREGATE CONTRIBUTIONS	DATE OF MOST RECENT CONTRIBUTION MONTH/DAY/YEAR
1	----- \$		
OCCUPATION :	EMPLOYER:	PRINCIPAL PLACE OF BUSINESS ADDRESS:	
2	----- \$		
OCCUPATION :	EMPLOYER:	PRINCIPAL PLACE OF BUSINESS ADDRESS:	
3	----- \$		
OCCUPATION :	EMPLOYER:	PRINCIPAL PLACE OF BUSINESS ADDRESS:	
4	----- \$		
OCCUPATION :	EMPLOYER:	PRINCIPAL PLACE OF BUSINESS ADDRESS:	
5	----- \$		
OCCUPATION :	EMPLOYER:	PRINCIPAL PLACE OF BUSINESS ADDRESS:	
6	----- \$		
OCCUPATION :	EMPLOYER:	PRINCIPAL PLACE OF BUSINESS ADDRESS:	
7	----- \$		
OCCUPATION :	EMPLOYER:	PRINCIPAL PLACE OF BUSINESS ADDRESS:	
8	----- \$		
OCCUPATION :	EMPLOYER:	PRINCIPAL PLACE OF BUSINESS ADDRESS:	

**SCHEDULE # 3 - Expenditures Made**

Attach additional pages if necessary. Please print.

- No reportable expenditures for reporting period.
- No reportable expenditures since last report filed.

EXPENDITURE RECIPIENT	ADDRESS	AGGREGATE AMOUNT	DATE OF MOST RECENT EXPENDITURE MONTH/DAY/YEAR
EXAMPLE DOE, JOHN	100 1ST AVENUE ----- BISMARCK ND 58501	\$ 250	03/15/08

EXPENDITURE RECIPIENT (last name, first name)	ADDRESS	AGGREGATE AMOUNT	DATE OF MOST RECENT EXPENDITURE MONTH/DAY/YEAR
1	-----	\$	
2	-----	\$	
3	-----	\$	
4	-----	\$	
5	-----	\$	
6	-----	\$	
7	-----	\$	
8	-----	\$	
9	-----	\$	
10	-----	\$	
11	-----	\$	
12	-----	\$	
13	-----	\$	