



**City of  
Thornton**

# ***Issue, Political, and Small Donor Committee Guidelines . . .***

**. . . a source of general information  
about the basic requirements for  
issue, political, and small donor  
committees.**

# TABLE OF CONTENTS

## **Campaign Reporting Requirements**

General.....	1-1
Issue Committees.....	1-2
Political Committees.....	1-3
Small Donor Committees.....	1-4
Campaign Reporting.....	1-5
<i>Filing Deadlines</i> .....	1-6
<i>Report of Contributions and Expenditures Form</i> .....	1-7

<b>Checklist of Document Filings</b> .....	2-1
--	-----

<b>Important Telephone Numbers</b> .....	3-1
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**Fair Campaign Practices Act (attached)**

**Article XXVIII Campaign and Political Finance (attached)**

# CAMPAIGN REPORTING REQUIREMENTS

## GENERAL

Regular Municipal Elections are held the first Tuesday of November in odd-numbered years. The filing requirements during an election year are 21 days and the Friday prior to, and 30 days after the Election. If a special election is called, the filing requirements would be the same.

These Guidelines have been designed to provide general information and assist committees in filing reports should the City conduct a coordinated special election in conjunction with the general election (held in even-numbered years). Specific Candidate Guidelines are published within the first quarter of odd-numbered years prior to the Municipal Election.

The Colorado Constitution Article XXVIII (Article XXVIII) and Colorado Revised Statutes adopt the provisions of the *Fair Campaign Practices Act* (FCPA), Title 1, Article 45. Copies of both documents are attached.

Article XXVIII and the FCPA set forth certain requirements for issue, political, and small donor committees for disclosure with respect to receiving contributions and making expenditures. If amendments are made to the FCPA during the State Legislative session, updated information will be posted on the City's website as amendments become effective.

An issue committee supports or opposes ballot issues or questions. A political committee can support or oppose candidates or make independent expenditures. A small donor committee is a form of political committee that may only accept contributions of \$50 or less per person per calendar year.

Completed samples of the forms referenced below are attached to assist

you in completing the requirements of Article XXVIII and FCPA. Two copies of each blank form are also attached; an original and a copy are to be filed with the City Clerk. The attached examples are for an issue committee. Political or small donor committees would need to check the appropriate box on the Committee Registration form.

Electronic versions of the forms are available on the City's website at <http://www.cityofthornton.net/government/city-clerk/Pages/issue-political-guidelines.aspx>

You can also print and complete the forms manually.

### **REPORTS ARE PUBLIC RECORD**

Any report submitted pursuant to Article XXVIII and the FCPA will be made available for public inspection and placed on the City's website the day after reports are due.

No information contained in any campaign report may be sold or used by any person for the purpose of soliciting contributions or for any commercial purpose.

### **ELECTION SIGNS**

Information regarding campaign signs will be provided closer to an election.

### **BOOTH RENTALS AT CITY EVENTS**

If you are interested in obtaining a booth for either Thorntonfest in May or Harvest Fest in September, please refer to the following link on the City's website: <http://www.cityofthornton.net/Festivals/Pages/default.aspx>. Booth rental information is generally available three months prior to the event.

# CAMPAIGN REPORTING REQUIREMENTS

## **IDENTIFICATION OF WRITTEN CAMPAIGN MATERIALS**

There are no State or local requirements to identify the sponsor(s) responsible for publication, printing, or distribution of materials.

## **DOOR-TO-DOOR SOLICITATION**

Political solicitations are allowed except at single-family and multifamily residential locations where “**NO SOLICITATION**” or “**NO TRESPASSING**” signs are posted near the entrance to those premises.

Please be aware that littering any public highway, street, sidewalk, or public place with advertising material is unlawful.

## **ISSUE COMMITTEES**

The definition of “Issue Committee” contained in Section 2(10) of Article XXVIII states:

*“Any person, other than a natural person, or any group of two or more persons, including natural persons:*

- (I) That has a major purpose of supporting or opposing any ballot issue or ballot question; or*
- (II) That has accepted or made contributions or expenditures in excess of two hundred dollars to support or oppose any ballot issue or ballot question.*

*(b) ‘Issue Committee’ does not include political parties, political committees, small donor committees, or candidate committees as otherwise defined in this section.*

*(c) An issue committee shall be considered open and active until*

*affirmatively closed by such committee or by action of the appropriate authority.”*

## **COMMITTEE REGISTRATION FORM**

A committee registration form must be filed within ten calendar days of accepting or making contributions or expenditures in excess of two hundred dollars to support or oppose any ballot issue or ballot question [C.R.S. 1-45-108(3.3)]. Any amendments or changes to the committee registration must be filed with the City Clerk within ten calendar days of the change.

## **BANK ACCOUNTS**

All contributions received by an issue committee must be deposited and maintained in a financial institution in a separate account, the title of which must include the name of the committee.

All records pertaining to the account must be maintained by the committee for 180 days following the election.

## **CONTRIBUTION LIMITS**

There are no contribution limits for issue committees. However, please remember that:

- ♦ All contributions must be reported;
- ♦ Contributions of \$20 or more must be itemized;
- ♦ When a one-time contribution from an individual is \$100 or more, the employer and occupation of the contributor must be disclosed; and
- ♦ Contributions or expenditures exceeding \$100 must be made by check, money order, or traceable funds. No candidate committee, political committee, small donor committee, issue committee, or political

# CAMPAIGN REPORTING REQUIREMENTS

party can accept a contribution, or make an expenditure, in cash (currency or coin) exceeding \$100 [Article XXVIII Section 3(10)].

## **PROHIBITED CONTRIBUTORS**

Issue committees cannot knowingly accept contributions from political committees.

## **EXPENDITURE LIMITS**

- ♦ There are no expenditure limits for issue committees in municipal elections. However, expenditures and obligations entered into by the committee must be reported. Expenditures or obligations of \$20 or more must be itemized.
- ♦ Payments made to petition circulators must be included although names of circulators need not be included (31-11-113 C.R.S.).
- ♦ An expenditure occurs when the actual payment is made or when there is a contractual agreement and the amount is determined (i.e., an obligation is made).
- ♦ Issue committees cannot contribute to political parties, political committees, or candidate committees.
- ♦ Contributions or expenditures exceeding \$100 must be made by check, money order, or traceable funds. No candidate committee, political committee, small donor committee, issue committee, or political party can accept a contribution, or make an expenditure, in cash (currency or coin) exceeding \$100 [Article XXVIII Section 3(10)].

## **POLITICAL COMMITTEES**

The definition of “Political Committee” contained in Section 2(12) of Article XXVIII states:

(a) “Any person, other than a natural person, or any group of two or more persons, including natural persons that have accepted or made contributions or expenditures in excess of \$200 to support or oppose the nomination or election of one or more candidates.

(b) ‘Political Committee’ does not include political parties, issue committees, or candidate committees as otherwise defined in this section.”

## **COMMITTEE REGISTRATION FORM**

A committee registration form must be filed immediately upon raising or spending in excess of \$200 to support or oppose one or more candidates. Any amendments or changes to the committee registration must be filed with the City Clerk within ten days.

If a political committee is registered with the federal election commission then the committee may file a copy of the registration on file with the commission with the City Clerk [C.R.S. 1-45-108(3.5)].

## **BANK ACCOUNTS**

All contributions received by a political committee must be deposited and maintained in a financial institution in a separate account, the title of which must include the name of the committee.

All records pertaining to the account must be maintained by the committee for 180 days following the election.

## **CONTRIBUTION LIMITS**

There are no contribution limits for municipal political committees. However, please remember that:

- ♦ All contributions must be reported;

# CAMPAIGN REPORTING REQUIREMENTS

- ♦ Contributions of \$20 or more must be itemized [C.R.S. 1-45-108(1)];
- ♦ When a one-time contribution from an individual is \$100 or more, the employer and occupation of the contributor must be disclosed; and
- ♦ Contributions or expenditures exceeding \$100 must be made by check, money order, or traceable funds. No candidate committee, political committee, small donor committee, issue committee, or political party can accept a contribution, or make an expenditure, in cash (currency or coin) exceeding \$100 [Article XXVIII Section 3(10)].
- ♦ Contributions or expenditures exceeding \$100 must be made by check, money order, or traceable funds. No candidate committee, political committee, small donor committee, issue committee, or political party can accept a contribution, or make an expenditure, in cash (currency or coin) exceeding \$100 [Article XXVIII Section 3(10)].

## **PROHIBITED CONTRIBUTORS**

Political committees cannot knowingly accept contributions from:

- Issue committees;
- Any natural person who is not a citizen of the United States;
- A foreign government; or
- Any foreign corporation that does not have the authority to transact business in the State of Colorado [Article XXVIII Section 3(12)].

## **EXPENDITURE LIMITS**

- ♦ There are no expenditure limits for political committees in municipal elections. However, expenditures and obligations entered into by the committee must be reported. Expenditures or obligations of \$20 or more must be itemized.
- ♦ An expenditure occurs when the actual payment is made or when there is a contractual agreement and the amount is determined (i.e., an obligation is made).
- ♦ Political committees cannot contribute to issue committees.

- ♦ Contributions or expenditures exceeding \$100 must be made by check, money order, or traceable funds. No candidate committee, political committee, small donor committee, issue committee, or political party can accept a contribution, or make an expenditure, in cash (currency or coin) exceeding \$100 [Article XXVIII Section 3(10)].

## **SMALL DONOR COMMITTEES**

The definition of “Small Donor Committee” contained in Section 2(14) of Article XXVIII states:

(a) *“Any political committee that has accepted contributions only from natural persons who each contributed no more than fifty dollars in the aggregate per year. For purposes of this section, dues transferred by a membership organization to a small donor committee sponsored by such organization shall be treated as pro-rata contributions from individual members.*

(b) *‘Small donor committee’ does not include political parties, political committees, issue committees, or candidate committees as otherwise defined in this section.”*

## **COMMITTEE REGISTRATION FORM**

A committee registration form must be filed immediately upon raising or spending in excess of \$200 to support or oppose one or more candidates. Any amendments or changes to the committee registration must be filed with the City Clerk within ten days.

## **BANK ACCOUNTS**

All contributions received by a political committee must be deposited and

## CAMPAIGN REPORTING REQUIREMENTS

maintained in a financial institution in a separate account, the title of which must include the name of the committee.

All records pertaining to the account must be maintained by the committee for 180 days following the election.

### **CONTRIBUTION LIMITS**

Small donor committees may only accept contributions of \$50 or less per person, per calendar year from natural persons who are U.S. citizens. Also, please remember that:

- ♦ All contributions must be reported;
- ♦ Contributions of \$20 or more must be itemized [C.R.S. 1-45-108(1)];
- ♦ When a one-time contribution from an individual is \$100 or more, the employer and occupation of the contributor must be disclosed; and
- ♦ Contributions or expenditures exceeding \$100 must be made by check, money order, or traceable funds. No candidate committee, political committee, small donor committee, issue committee, or political party can accept a contribution, or make an expenditure, in cash (currency or coin) exceeding \$100 [Article XXVIII Section 3(10)].

### **PROHIBITED CONTRIBUTORS**

Small donor committees cannot knowingly accept contributions from any natural person who is not a citizen of the United States.

### **EXPENDITURE LIMITS**

- ♦ There are no expenditure limits for small donor committees in municipal elections. However, expenditures and obligations entered into by the committee must be reported.

Expenditures or obligations of \$20 or more must be itemized.

- ♦ An expenditure occurs when the actual payment is made or when there is a contractual agreement and the amount is determined (i.e., an obligation is made).
- ♦ Contributions or expenditures exceeding \$100 must be made by check, money order, or traceable funds. No candidate committee, political committee, small donor committee, issue committee, or political party can accept a contribution, or make an expenditure, in cash (currency or coin) exceeding \$100 [Article XXVIII Section 3(10)].

## CAMPAIGN REPORTING

*“Candidates in municipal elections, their candidate committees, any political committee in support of or in opposition to such candidate, an issue committee supporting or opposing a municipal ballot issue, and small donor committees making contributions to such candidates shall file with the municipal clerk.” (C.R.S. 1-45-109)*

The report shall include the name and address of each person who has made contributions in the amount of \$20 or more; expenditures made; and obligations entered into by the committee.

All reports must be submitted on forms provided by the City Clerk and complete in all respects. The City Clerk’s Office will conduct a thorough review of each report filed. All reports will be accepted on a conditional basis and the registered agent will be notified in writing if any deficiencies are found or if the report is incomplete. Written notice may be provided by mail or electronic mail, if an electronic mail address is on file. The registered agent will have 15 business

## CAMPAIGN REPORTING REQUIREMENTS

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days from the date of delivery of the notice to file an amended report that cures the deficiencies. Failure to do so could result in a \$50 per day fine.

**Reports must include any contributions or expenditures made five days prior to the filing date.**

### **FILING DEADLINES**

Reports are to be filed on the **21st** day, the **Friday** before, and **30** days after the election. The **reporting period ends five days prior** to the filing date.

An Annual Report of Contributions and Expenditures will need to be filed each year after the election if the report does not balance to -0- when the post election statement is filed and the committee has not been terminated.

If the reporting deadline falls on a weekend or legal holiday, the report must be filed by the close of the next business day.

Completed reports may be faxed to the City Clerk's Office at 303-538-7224 as long as the original is mailed within seven days to the following:

Thornton City Clerk's Office  
9500 Civic Center Drive  
Thornton, CO 80229

Following is a detailed summary of the reporting form with an example attached.

### **REPORT OF CONTRIBUTIONS AND EXPENDITURES FORM**

There are two methods that can be used to complete the reporting forms:

1) By filling out the attached paper copies or by printing the blank forms

from the City's website and filling them out manually.

- 2) By utilizing the Excel version of the Report of Contributions and Expenditures form which contains formulas that will calculate and carry-over totals from the itemized pages to the appropriate line on either the first or second page of the form, then you can print the form. Cells that will be filled in automatically or perform a calculation have a blue background. Cells have been formatted for entry of dates and dollar amounts. Tab or use the arrow key to move from one cell to another. **The Excel document may be saved with your information if you "Save As" to a different folder on your computer.**
- 3) For the Adobe PDF version of the Committee Registration form, the fill-and-print form allows you to enter information while the form is in Adobe Reader and then print the completed form. Tab or use your cursor to move from one line to another. **If you have Adobe Acrobat the Adobe document may be saved if you "Save As" to a different folder on your computer. If you only have Adobe Acrobat Reader the information cannot be saved.**

Schedules A through D and Statement of Non-Monetary Contributions contain multiple pages should you need them. Following is a description of each page of this form including basic instructions:

- ♦ **Report of Contributions and Expenditures:** This is the first page of the report. It contains all of the basic information about the committee, the type of report being filed and the reporting period, and a summary of the contributions and expenditures for the reporting period.



## CAMPAIGN REPORTING REQUIREMENTS

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Only the registered agent may sign the report.

- ♦ **Detailed Summary:** This page is used to gather and calculate data from the other worksheets. This and the first page are where you enter your funds on hand from the previous reporting period, if applicable.
- ♦ **Schedule A - Itemized Contributions:** All monetary contributions of \$20 or more should be reported here.
- ♦ **Schedule B - Itemized Expenditures:** All expenditures of \$20 or more should be reported on this form.
- ♦ **Schedule C - Loans:** Each loan from a lending institution received and repaid by the candidate committee needs to be listed on a separate page.
- ♦ **Schedule D - Returned Expenditures & Contributions:** This form should be used to document any contributions or expenditures, or portions that have been returned during the reporting period.
- ♦ **Statement of Non-Monetary Contributions:** The fair market value of all non-monetary gifts or loans of any amount should be reported here.

## **CHECKLIST OF DOCUMENT FILINGS**

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### **CHECKLIST OF DOCUMENT FILINGS**

The reporting period ends **five** days **prior** to the filing date. This allows committees five days to complete Campaign Reports before the Reports are due. The time periods below are the filing dates.

To assist you in keeping track of documents which must be filed with the City Clerk's Office, the following checklist is provided:

<b>ACTION</b>	<b>DATE COMPLETED</b>
Campaign Reports due (21 days before Election)	
Campaign Reports due (Friday before Election)	
Campaign Reports due (30 days after Election)	
Annual Campaign Reports due (if applicable)	

## IMPORTANT TELEPHONE NUMBERS

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The following telephone numbers are provided to assist you with election and City government related questions.

### **Election-Related Questions**

Kristen Rosenbaum, City Clerk 303-538-7309

Nancy Vincent, Senior Deputy City Clerk 303-538-7223

### **Sign Code Questions and Complaints Regarding Placement of Election Signs in the Public Right-of-Way**

Neighborhood Services 303-538-7517 or  
303-538-7600

### **Voter Registration Questions/Requests for Voter Registration Records**

Adams County Elections Office 720-523-6500

### **General City Government Information**

City Clerk's Office 303-538-7230

City Clerk's FAX Number 303-538-7224

GIS Department (to obtain City Ward maps) 303-538-7619

Elections Division  
 Department of State  
 1700 Broadway, Ste. 200  
 Denver, CO 80290  
 Ph: (303) 894-2200 ext. 6383  
 Fax: (303) 869-4861  
 Email: cpfhelp@sos.state.co.us  
 www.sos.state.co.us



Space Below For Office Use Only

**SAMPLE**

**REPORT OF CONTRIBUTIONS AND EXPENDITURES**

(C.R.S. 1-45-108)

<b>Full Name of Committee/Person:</b>	Citizens in Support of Ballot Question No. 1 <small>As Shown on Registration</small>
<b>Address of Committee/Person:</b>	8992 N. Washington Street
<b>City, State &amp; Zip Code:</b>	Thornton, CO 80229
<b>Committee Type:</b>	Issue Committee
<b>Name and Address of Financial Institution:</b>	North Valley Bank

**SOS ID NUMBER (state and county committees ONLY):**

N/A

**Type of Report:**

- Regularly Scheduled Filing.**
- 21 days prior to Regular Municipal Election
  - Friday prior to the Regular Municipal Election
  - 30 days after the Regular Municipal Election
  - Annual - candidates from prior election held on \_\_\_\_\_

**Amended Filing.** This amends previous report filed on (date) \_\_\_\_\_  
 Submit changes or new information **ONLY**

**Termination Report** (Termination Reports **MUST** have a Monetary Balance of Zero in Line 5)

**Reporting Period Covered:**

1/1/18

**Through**

10/16/18

date

date

**Declared Total Spending** (if applicable): [Art. XXVIII, Sect. 4 (1)]

\$ N/A

		Totals Detailed Summary Page
1	<b>Funds on Hand at Beginning of Reporting Period</b> (monetary only)	\$0.00
2	<b>Total Monetary Contributions</b> (line 11)	\$933.23
3	<b>Total of Monetary Contributions &amp; Beginning Amount</b> (line 1+ line 2)	\$933.23
4	<b>Total Monetary Expenditures</b> (line 19)	\$447.19
5	<b>Funds on Hand at End of Reporting Period</b> (monetary) (line 3 - line 4)	\$486.04

**The appropriate officer shall impose a penalty of \$50 per day for each day that a report is filed late.**

[Art. XXVIII Sect. 10 (2) (a)]

**Authorization** (Must be completed by either the Registered Agent **OR** the Candidate) I hereby certify and declare, under penalty of perjury, that to the best of my knowledge or belief all contributions received during this reporting period, including any contributions received in the form of membership dues transferred by a membership organization, are from permissible sources.

Print Registered Agent's (Treasurer's) Name: Betty White

Registered Agent's (Treasurer's) Signature: *Betty White* Date: 10/21/18

Print Candidate Name: N/A

Candidate's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## DETAILED SUMMARY

Full Name of Committee/Person: Citizens in Support of Ballot Question No. 1

Current Reporting Period: 1/1/18 Through 10/16/18

<b>Funds on hand at the beginning of reporting period (Monetary Only):</b>		<b>\$0.00</b>
6	<b>Itemized Contributions \$20 or More [CRS 1-45-108(1)(a)]</b> (Please list on Schedule "A")	<b>\$346.00</b>
7	<b>Total of Non-Itemized Contributions</b> (Contributions of \$19.99 and Less)	<b>\$67.23</b>
8	<b>Loans Received</b> (Please list on Schedule "C")	<b>\$500.00</b>
9	<b>Total of Other Receipts</b> (Interest, Dividends, etc.)	
10	<b>Returned Expenditures (from recipient)</b> (Please list on Schedule "D")	<b>\$20.00</b>
11	<b>Total Monetary Contributions</b> (Total of lines 6 through 10)	<b>\$933.23</b>
12	<b>Total Non-Monetary Contributions</b> (From Statement of Non-Monetary Contributions)	<b>\$259.99</b>
13	<b>Total Contributions</b> (Line 11 + line 12)	<b>\$1,193.22</b>
14	<b>Itemized Expenditures \$20 or More [CRS 1-45-108(1)(a)]</b> (Please list on Schedule "B")	<b>\$387.19</b>
15	<b>Total of Non-Itemized Expenditures</b> (Expenditures of \$19.99 and less)	
16	<b>Loan Repayments Made</b> (Please list on Schedule "C")	<b>\$35.00</b>
17	<b>Returned Contributions (To Donor)</b> (Please list on Schedule "D")	<b>\$25.00</b>
18	<b>Total Coordinated Non-Monetary Expenditures</b> (Candidate/Candidate Committee & Political Parties only)	
19	<b>Total Monetary Expenditures</b> (Total of lines 14 through 17)	<b>\$447.19</b>
20	<b>Total Monetary Expenditures</b> (Line 18 + Line 19)	<b>\$447.19</b>

## Schedule A - Itemized Contributions Statement (\$20 or more)

[C.R.S. 1-45-108 (1) (a)]

**Full Name of Committee/Person:** Citizens in Support of Ballot Question No. 1

**Reporting Period Covered:** 1/1/18 Through 10/16/18  
date date

**WARNING: Please read the instruction page for Schedule "A" before completing!**

**Total Itemized Contributions:** \$ 346.00

**PLEASE PRINT/TYPE**

1 <u>Date Accepted</u> 1/31/2018	4 Name (Last, First): <u>Smith, John</u>
2 <u>Contribution Amount</u> \$ 50.00	5 Address: <u>9471 Dorothy Blvd</u>
3 <u>Aggregate Amount*</u> \$	6 City/State/Zip: <u>Thornton, CO 80229</u>
	7 Description: <u>Check</u>
	8 Employer (if applicable, <u>mandatory</u> ): _____
	9 Occupation (if applicable, <u>mandatory</u> ): _____

1 <u>Date Accepted</u> 2/15/2018	4 Name (Last, First): <u>White, Matthew</u>
2 <u>Contribution Amount</u> \$ 200.00	5 Address: <u>8992 N. Washington Street</u>
3 <u>Aggregate Amount*</u> \$	6 City/State/Zip: <u>Thornton, CO 80229</u>
	7 Description: <u>Check</u>
	8 Employer (if applicable, <u>mandatory</u> ): <u>D &amp; G Plumbing</u>
	9 Occupation (if applicable, <u>mandatory</u> ): <u>Plumber</u>

1 <u>Date Accepted</u> 3/17/2018	4 Name (Last, First): <u>Stone, Emily</u>
2 <u>Contribution Amount</u> \$ 25.00	5 Address: <u>13188 Signal Creek Drive</u>
3 <u>Aggregate Amount*</u> \$	6 City/State/Zip: <u>Thornton, Co 80241</u>
	7 Description: <u>Cash</u>
	8 Employer (if applicable, <u>mandatory</u> ): _____
	9 Occupation (if applicable, <u>mandatory</u> ): _____

1 <u>Date Accepted</u> 3/31/2018	4 Name (Last, First): <u>Collingsworth, Dan</u>
2 <u>Contribution Amount</u> \$ 21.00	5 Address: <u>12345 New Heart Street</u>
3 <u>Aggregate Amount*</u> \$	6 City/State/Zip: <u>Baltimore, Maryland 87665</u>
	7 Description: <u>Check</u>
	8 Employer (if applicable, <u>mandatory</u> ): _____
	9 Occupation (if applicable, <u>mandatory</u> ): _____

\* For contribution limits within a committee's election cycle or contribution cycle, please refer to the following Colorado Constitutional cites: Candidate Committee Art. XXVIII, Sec. 2(6); Political Party Art. XXVIII, Sec. 3(3); Political Committee Art. XXVIII, Sec 3(5); Small Donor Committee Art. XXVIII, Sec. 2(14).

Full Name of Committee/Person: Citizens in Support of Ballot Question No. 1

Reporting Period Covered:

1/1/18

Through

10/16/18

date

date

PLEASE PRINT/TYPE

1 <u>Date Accepted</u> 9/1/2018	4 Name (Last, First): <u>Web, Nathan</u>
2 <u>Contribution Amount</u> \$ 50.00	5 Address: <u>3200 W. 89th Avenue</u>
3 <u>Aggregate Amount*</u> \$	6 City/State/Zip: <u>Thornton, CO 80229</u>
	7 Description: <u>Check</u>
	8 Employer (if applicable, <u>mandatory</u> ): _____
	9 Occupation (if applicable, <u>mandatory</u> ): _____

1 <u>Date Accepted</u>	4 Name (Last, First): _____
2 <u>Contribution Amount</u> \$	5 Address: _____
3 <u>Aggregate Amount*</u> \$	6 City/State/Zip: _____
	7 Description: _____
	8 Employer (if applicable, <u>mandatory</u> ): _____
	9 Occupation (if applicable, <u>mandatory</u> ): _____

1 <u>Date Accepted</u>	4 Name (Last, First): _____
2 <u>Contribution Amount</u> \$	5 Address: _____
3 <u>Aggregate Amount*</u> \$	6 City/State/Zip: _____
	7 Description: _____
	8 Employer (if applicable, <u>mandatory</u> ): _____
	9 Occupation (if applicable, <u>mandatory</u> ): _____

1 <u>Date Accepted</u>	4 Name (Last, First): _____
2 <u>Contribution Amount</u> \$	5 Address: _____
3 <u>Aggregate Amount*</u> \$	6 City/State/Zip: _____
	7 Description: _____
	8 Employer (if applicable, <u>mandatory</u> ): _____
	9 Occupation (if applicable, <u>mandatory</u> ): _____

\* For contribution limits within a committee's election cycle or contribution cycle, please refer to the following Colorado Constitutional cites: Candidate Committee Art. XXVIII, Sec. 2(6); Political Party Art. XXVIII, Sec. 3(3); Political Committee Art. XXVIII, Sec 3(5); Small Donor Committee Art. XXVIII, Sec. 2(14).

# Schedule B - Itemized Expenditures Statement (\$20 or more)

[C.R.S. 1-45-108-(1) (a)]

**Full Name of Committee/Person:** Citizens in Support of Ballot Question No. 1

**Reporting Period Covered:** 1/1/18 date **Through** 10/16/18 date

**Total Itemized Expenditures:** 387.19

**PLEASE PRINT/TYPE**

1 <u>Date Expended</u> April 2, 2018	4 Name (Last, First): <u>United States Postal Service</u>
2 <u>Amount</u> \$ <span style="background-color: yellow;">87.20</span>	5 Address: <u>8725 N. Washington Street</u>
3 <u>Recipient is (optional):</u> <input type="checkbox"/> Committee <input type="checkbox"/> Non-Committee	6 City/State/Zip: <u>Thornton, CO 80229</u>
	7 Purpose of Expenditure: <u>Postage for mailing flyer</u>

1 <u>Date Expended</u> 3/15/18	4 Name (Last, First): <u>Custom Printing</u>
2 <u>Amount</u> \$ <span style="background-color: yellow;">299.99</span>	5 Address: <u>2367 Urma Drive</u>
3 <u>Recipient is (optional):</u> <input type="checkbox"/> Committee <input type="checkbox"/> Non-Committee	6 City/State/Zip: <u>Northglenn, CO 80233</u>
	7 Purpose of Expenditure: <u>Flyers for mailing uring support of Ballot Question No. 1</u>

1 <u>Date Expended</u>	4 Name (Last, First): _____
2 <u>Amount</u> \$ <span style="background-color: yellow;"> </span>	5 Address: _____
3 <u>Recipient is (optional):</u> <input type="checkbox"/> Committee <input type="checkbox"/> Non-Committee	6 City/State/Zip: _____
	7 Purpose of Expenditure: _____

1 <u>Date Expended</u>	4 Name (Last, First): _____
2 <u>Amount</u> \$ <span style="background-color: yellow;"> </span>	5 Address: _____
3 <u>Recipient is (optional):</u> <input type="checkbox"/> Committee <input type="checkbox"/> Non-Committee	6 City/State/Zip: _____
	7 Purpose of Expenditure: _____







# Statement of Non-Monetary Contributions

[Art. XXVIII, Sect. 2, (5) (a) (II) (III), Sect. 5, (3)]  
[C.R.S. 1-45-108 (1)]

**Full Name of Committee/Person:** Citizens in Support of Ballot Question No. 1

**Reporting Period Covered:** 1/1/18 **Through** 10/16/18  
date date

**Total Itemized Expenditures:** \$259.99

**PLEASE PRINT/TYPE**

1 <u>Date Provided</u> 10/12/18	4 Name (Last, First): Cane, Mary Ann
2 <u>Fair Market Value</u> \$59.99	5 Address: 9821 Logan Street
3 <u>Aggregate Amount</u>	6 City/State/Zip: Thornton, CO 80229
	7 Description: 4 x 6' Table and 4 Chairs
	8 Employer (if applicable, <u>mandatory</u> ):
	9 Occupation (if applicable, <u>mandatory</u> ):
	10 <input type="checkbox"/> Check box if Coordinated with a Candidate/Candidate Committee or Political Party.*

1 <u>Date Provided</u>	4 Name (Last, First):
2 <u>Fair Market Value</u>	5 Address:
3 <u>Aggregate Amount</u>	6 City/State/Zip:
	7 Description:
	8 Employer (if applicable, <u>mandatory</u> ):
	9 Occupation (if applicable, <u>mandatory</u> ):
	10 <input type="checkbox"/> Check box if Coordinated with a Candidate/Candidate Committee or Political Party.*

1 <u>Date Provided</u>	4 Name (Last, First):
2 <u>Fair Market Value</u>	5 Address:
3 <u>Aggregate Amount</u>	6 City/State/Zip:
	7 Description:
	8 Employer (if applicable, <u>mandatory</u> ):
	9 Occupation (if applicable, <u>mandatory</u> ):
	10 <input type="checkbox"/> Check box if Coordinated with a Candidate/Candidate Committee or Political Party.*

1 <u>Date Provided</u>	4 Name (Last, First):
2 <u>Fair Market Value</u>	5 Address:
3 <u>Aggregate Amount</u>	6 City/State/Zip:
	7 Description:
	8 Employer (if applicable, <u>mandatory</u> ):
	9 Occupation (if applicable, <u>mandatory</u> ):
	10 <input type="checkbox"/> Check box if Coordinated with a Candidate/Candidate Committee or Political Party.*

1 <u>Date Provided</u>	4 Name (Last, First):
2 <u>Fair Market Value</u>	5 Address:
3 <u>Aggregate Amount</u>	6 City/State/Zip:
	7 Description:
	8 Employer (if applicable, <u>mandatory</u> ):
	9 Occupation (if applicable, <u>mandatory</u> ):
	10 <input type="checkbox"/> Check box if Coordinated with a Candidate/Candidate Committee or Political Party.*

\* Note: If coordinated, then contribution must also be reported as a non-monetary expenditure on Detailed Summary. Art. XXVIII, Sec. 2(9) states: "... Expenditures that are controlled by or coordinated with a candidate or candidate's agent are deemed to be both contributions by the maker of the expenditures, and expenditures by the candidate committee."