

# CANDIDATE'S REPORT

(to be filed by a candidate or his principal campaign committee)

1. Qualifying Name and Address of Candidate

2. Office Sought (Include title of office as well as parish, city, town and/or election district.)

**OFFICE USE ONLY**

3. Date of

Primary \_\_\_\_\_

This report covers from \_\_\_\_\_ through \_\_\_\_\_

4. Type of Report:

\_\_\_\_\_ 180th day prior to primary      \_\_\_\_\_ 40th day after general  
\_\_\_\_\_ 90th day prior to primary      \_\_\_\_\_ Annual (future election)  
\_\_\_\_\_ 30th day prior to primary      \_\_\_\_\_ Supplemental (past election)  
\_\_\_\_\_ 10th day prior to primary  
\_\_\_\_\_ 10th day prior to general      \_\_\_\_\_ Amendment to prior report

5. FINAL REPORT if:

\_\_\_\_\_ Withdrawn      \_\_\_\_\_ Filed after the election AND all loans and debts paid  
AND no surplus funds remaining  
\_\_\_\_\_ Unopposed

6. Name and Address of Financial Institution  
(You are required by law to use one or more banks, savings and loan associations, or money market mutual fund as the depository of all campaign funds.)

7. Full Name and Address of Treasurer

9. Name of Person Preparing Report

Daytime Telephone

10. WE HEREBY CERTIFY that the information contained in this report and the attached schedules is true and correct to the best of our knowledge, information and belief, and that no expenditures have been made nor contributions received that have not been reported herein, and that no information required to be reported by the Louisiana Campaign Finance Disclosure Act has been deliberately omitted.

This \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Signature of Candidate/Chairperson  
(To be signed by Chairperson *only* if report by  
principal campaign committee)

\_\_\_\_\_  
Daytime Telephone

\_\_\_\_\_  
Signature of Treasurer

\_\_\_\_\_  
Daytime Telephone

8. FOR PRINCIPAL CAMPAIGN COMMITTEES ONLY

a. Name and address of principal campaign committee, committee's chairperson, and subsidiary committees, if any (use additional sheets if necessary).

## SUMMARY PAGE

<b>RECEIPTS</b>	This Period
1. Contributions (Schedule A-1)	
2. In-kind Contributions (Schedule A-2)	
3a. Campaign Paraphernalia Sales of \$25 or less	
3b. Raffle Ticket Sales of \$25 or less	
4. <b>TOTAL CONTRIBUTIONS</b> (Lines 1 + 2 + 3a + 3b)	
5. Other Receipts (Schedule A-3)	
6. Loans Received (Schedule B)	
7. Loan Repayments Received (Schedule D)	
8. <b>TOTAL RECEIPTS</b> (Lines 4 + 5 + 6 + 7)	

<b>DISBURSEMENTS</b>	This Period
9. Expenditures (Schedule E-1)	
10. Other Disbursements (Schedule E-2)	
11. Loan Repayments Made (Schedule B)	
12. Funds Loaned (Schedule D)	
13. <b>TOTAL DISBURSEMENTS</b> (Lines 9 + 10 + 11 + 12)	

<b>FINANCIAL SUMMARY</b>	Amount
14. Funds on hand at beginning of reporting period <small>(Must equal funds on hand at close from last report or -0- if first report for this election)</small>	
15. <i>Plus</i> total receipts this period <small>(Line 8 above)</small>	
16. <i>Less</i> total disbursements this period <small>(Line 13 above)</small>	
17. <i>Less</i> in-kind contributions <small>(Line 2 above)</small>	
18. Funds on hand at close of reporting period (Lines 14+15-16-17)	

## SUMMARY PAGE (continued)

<b>INVESTMENTS</b>	Amount
19. Of funds on hand at beginning of reporting period (Line 14, above), amount held in investments (i.e., savings accounts, CD's, money market funds, etc.)	
20. Of funds on hand at close of reporting period (Line 18, above), amount held in investments	

<b>SPECIAL TRANSACTIONS - for the reporting period</b>	This Period
21. Candidate's personal funds (Use of personal funds as either a contribution or loan to the campaign should be reported on Schedules A-1 or B.)	
22. Contributions received from political committees (From Schedules A-1 and A-2)	
23. All proceeds from the sale of tickets to fundraising events (Receipts from the sale of tickets are contributions and must also be reported on Schedule A-1.)	
24a. Proceeds from the sale of campaign paraphernalia (Total receipts from the sale of campaign paraphernalia reported on Schedule A-1 and line 3a above)	
24b. Proceeds from the sale of raffle tickets (Total receipts from the sale of raffle tickets reported on Schedule A-1 and line 3b above)	
25. Expenditures from petty cash fund (Must also be reported on Schedule E-1.)	

<b>SPECIAL TRANSACTIONS - total for the election</b>	This Election
26. Total amount of contributions received from political committees for both the primary and general elections combined since the first report filed for this election.	

<b>NOTICE</b>
<p>The personal use of campaign funds is prohibited. The use of campaign funds must be related to a political campaign or the holding of a public office or party position. However, campaign funds may be used to reimburse a candidate for expenses related to his campaign or office, to pay taxes on the interest earned on campaign funds or to replace articles lost, stolen, or damaged in connection with a campaign.</p> <p>Excess campaign funds may be 1) returned to contributors on a pro rata basis, 2) given as a charitable contribution as provided in 26 USC 170(c), 3) given to a charitable organization as defined in 26 USC 501(c)(3), 4) expended in support of or opposition to a proposition, political party, or candidacy of any person, or 5) maintained in a segregated fund for use in future political campaigns or activity related to preparing for future candidacy to elective office.</p>

# SCHEDULE A-1: CONTRIBUTIONS (Other than In-Kind Contributions)

The following information must be provided for all contributors to your campaign during this reporting period, except for in-kind contributions. Information on in-kind contributions is reported on SCHEDULE A-2: IN-KIND CONTRIBUTIONS. In Column 1, check if the contributor is a political committee or a party committee. Any personal funds a candidate contributes to his campaign must be reported on this schedule. Personal funds a candidate *loans* to his campaign should be reported on Schedule B. For anonymous contributions, see SCHEDULE F. Totals and subtotals are *mandatory*. Completion of totals and subtotals may assist in calculating totals that must be reported on the Summary Page.

1. Name and Address of Contributor	2. Contributions this Reporting Period		3. Total this Election
	a. Date(s)	b. Amount(s)	
POLITICAL COMMITTEE? _____ PARTY COMMITTEE? _____			
POLITICAL COMMITTEE? _____ PARTY COMMITTEE? _____			
POLITICAL COMMITTEE? _____ PARTY COMMITTEE? _____			
POLITICAL COMMITTEE? _____ PARTY COMMITTEE? _____			
POLITICAL COMMITTEE? _____ PARTY COMMITTEE? _____			
POLITICAL COMMITTEE? _____ PARTY COMMITTEE? _____			
POLITICAL COMMITTEE? _____ PARTY COMMITTEE? _____			
POLITICAL COMMITTEE? _____ PARTY COMMITTEE? _____			
4. SUBTOTAL (this page)			N/A
5. TOTAL (complete only on last page of this schedule)			N/A
6. CONTRIBUTIONS FROM POLITICAL COMMITTEES:			
SUBTOTAL (this page) _____		TOTAL <b>this report</b> (complete only on last page of schedule) _____	
		TOTAL <b>this election</b> _____	

## SCHEDULE A-2: IN-KIND CONTRIBUTIONS

The following information must be provided for all in-kind contributions to your campaign having a monetary value in excess of \$25. In-kind contributions include the donation of tangible property, the use of tangible property, or the services of employees paid by a person other than the candidate or his business. In Column 1, check if the in-kind contributor is a political committee or a party committee. Any in-kind contributions a candidate makes to his own campaign must be reported here. Totals and subtotals are *optional*. Completion of totals and subtotals may assist in calculating totals that must be reported on the Summary Page.

1. Name and Address of In-Kind Contributor	2. In-Kind Contributions this Reporting Period			3. Total this Election
	a. Description(s)	b. Date(s)	c. Value(s)	
POLITICAL COMMITTEE? _____ PARTY COMMITTEE? _____				
POLITICAL COMMITTEE? _____ PARTY COMMITTEE? _____				
POLITICAL COMMITTEE? _____ PARTY COMMITTEE? _____				
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POLITICAL COMMITTEE? _____ PARTY COMMITTEE? _____				
POLITICAL COMMITTEE? _____ PARTY COMMITTEE? _____				
POLITICAL COMMITTEE? _____ PARTY COMMITTEE? _____				
4. SUBTOTAL (this page)				N/A
5. TOTAL (complete only on last page of this schedule)				N/A
6. IN-KIND CONTRIBUTIONS FROM POLITICAL COMMITTEES:				
SUBTOTAL (this page) _____ TOTAL <b>this report</b> (complete only on last page of schedule) _____ TOTAL <b>this election</b> _____				



## SCHEDULE B: LOANS RECEIVED

The following information must be provided for each loan or line of credit received this reporting period, even if it has been repaid. Also, complete this schedule for loans received in prior periods that are still outstanding. Separate loans must be reported separately, even if from the same source. Any personal funds a candidate loans to his campaign must be reported on this schedule.

1. Name and address of lender	2. a. Date* _____ b. Interest rate _____%(a.p.r.)  c. Amount borrowed*..... \$ _____  d. Balance due..... \$ _____  *For lines of credit, give the date the line of credit was first committed at Item 2a and list only the amount actually drawn at Item 2c. OPTIONAL: Total amount of credit available \$ _____
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3. Endorsers/Guarantors	4. Repayments this period <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%; text-align: center;">Date</th> <th style="width: 35%; text-align: center;">Principal</th> <th style="width: 35%; text-align: center;">Interest</th> </tr> </thead> <tbody> <tr> <td style="height: 150px;"></td> <td></td> <td></td> </tr> </tbody> </table>	Date	Principal	Interest			
Date	Principal	Interest					

(Enter the full name and address of each person or entity that has endorsed, guaranteed or otherwise secured the loan or line of credit. Also, state the amount of liability for each endorser or guarantor.)

(List payments of principal and interest separately. If separate amounts are not known, list all payments under principal.)

1. Name and address of lender	2. a. Date* _____ b. Interest rate _____%(a.p.r.)  c. Amount borrowed*..... \$ _____  d. Balance due..... \$ _____  *For lines of credit, give the date the line of credit was first committed at Item 2a and list only the amount actually drawn at Item 2c. OPTIONAL: Total amount of credit available \$ _____
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Date	Principal	Interest					

(Enter the full name and address of each person or entity that has endorsed, guaranteed or otherwise secured the loan or line of credit. Also, state the amount of liability for each endorser or guarantor.)

(List payments of principal and interest separately. If separate amounts are not known, list all payments under principal.)

# SCHEDULE C: DEBTS & OBLIGATIONS (OTHER THAN LOANS)

\_\_\_\_\_ DEBTS OWED BY THE CAMPAIGN      \_\_\_\_\_ DEBTS OWED TO THE CAMPAIGN

Use this schedule to report *either* debts owed by the campaign *or* debts owed to the campaign, checking the appropriate line above. If the campaign has experienced both types of debts, then copy this page and report them separately. Never combine debts owed by and debts owed to on the same page. Debts should be reported on this schedule until repaid. When repayments are made by the campaign, a corresponding entry should be made on SCHEDULE E-1: GENERAL EXPENDITURES. When repayments are received by the campaign, a corresponding entry should be made on SCHEDULE A-3: OTHER RECEIPTS.

1. Name and Address of Creditor/Debtor	2. Outstanding Balance Beginning This Period	3. Amount(s) Incurred This Period (+)	4. Payment(s) Made This Period (-)	5. Outstanding Balance at Close of This Period
Reason Debt Incurred:				
Reason Debt Incurred:				
Reason Debt Incurred:				
Reason Debt Incurred:				
Reason Debt Incurred:				
Reason Debt Incurred:				
Reason Debt Incurred:				
Reason Debt Incurred:				
Reason Debt Incurred:				



## SCHEDULE D: FUNDS LOANED

The following information must be provided for each loan or line of credit made this reporting period, even if it has been repaid. Also, complete this schedule for loans made in prior periods that are still outstanding. Separate loans must be reported separately, even if to the same borrower. Funds loaned should follow guidelines established for expenditures (see E-1). Use this schedule for funds loaned by the campaign to another candidate, not for loans received. (Use Schedule B for loans to oneself.)

1. Name and address of borrower	2. a. Date* _____ b. Interest rate _____%(a.p.r.)  c. Amount loaned*..... \$ _____  d. Balance due..... \$ _____  *For lines of credit, give the date the line of credit was first committed at Item 2a and list only the amount actually drawn at Item 2c. OPTIONAL: Total amount of credit available \$ _____
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3. Endorsers/Guarantors	4. Repayments this period <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%; text-align: center;">Date</th> <th style="width: 35%; text-align: center;">Principal</th> <th style="width: 35%; text-align: center;">Interest</th> </tr> </thead> <tbody> <tr> <td style="height: 150px;"></td> <td></td> <td></td> </tr> </tbody> </table>	Date	Principal	Interest			
Date	Principal	Interest					

(Enter the full name and address of each person or entity that has endorsed, guaranteed or otherwise secured the loan or line of credit. Also, state the amount of liability for each endorser or guarantor.)	(List payments of principal and interest separately. If separate amounts are not known, list all payments under principal.)
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1. Name and address of borrower	2. a. Date* _____ b. Interest rate _____%(a.p.r.)  c. Amount loaned*..... \$ _____  d. Balance due..... \$ _____  *For lines of credit, give the date the line of credit was first committed at Item 2a and list only the amount actually drawn at Item 2c. OPTIONAL: Total amount of credit available \$ _____
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3. Endorsers/Guarantors	4. Repayments this period <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%; text-align: center;">Date</th> <th style="width: 35%; text-align: center;">Principal</th> <th style="width: 35%; text-align: center;">Interest</th> </tr> </thead> <tbody> <tr> <td style="height: 150px;"></td> <td></td> <td></td> </tr> </tbody> </table>	Date	Principal	Interest			
Date	Principal	Interest					

(Enter the full name and address of each person or entity that has endorsed, guaranteed or otherwise secured the loan or line of credit. Also, state the amount of liability for each endorser or guarantor.)	(List payments of principal and interest separately. If separate amounts are not known, list all payments under principal.)
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## SCHEDULE E-1: EXPENDITURES

Use this schedule to report information on all campaign expenditures for this reporting period. An "expenditure" is any payment made for the purpose of supporting your election to public office and includes monies spent for the campaign's general operating expenses. Any payments made that are not "expenditures" should be reported on SCHEDULE E-2: OTHER DISBURSEMENTS. Totals and subtotals at bottom of page are *optional*. Contributions received by a candidate may be expended for any lawful purpose, but shall not be used for any personal use unrelated to a political campaign or the holding of public office or party position. (R.S. 18:1505.21.) Each expenditure should include the name of the recipient of the funds, the complete address of the recipient, the date of the expenditure, the amount and a description detailing the purpose of the expenditure. Completion of totals and subtotals may assist in calculating totals that must be reported on the Summary Page.

1. Name and Address of Recipient	2. Expenditures this Reporting Period		
	a. Date(s)	b. Description of Purpose(s)	c. Amount(s)
3. SUBTOTAL (optional)			
4. TOTAL (optional - complete only on last page of this schedule)			

## SCHEDULE E-2: OTHER DISBURSEMENTS

This schedule is used to report those disbursements that are not "expenditures"; that is, monies paid by the campaign that are not paid for the purpose of supporting, opposing or otherwise influencing the nomination or election of a candidate to public office. Examples include the payment of taxes or the refund of contributions. Disbursements should be reported on this schedule only if they have not been reported elsewhere in this report. The explanation of the disbursement should state the reason the payment was made by the campaign.

1. Name and Address of Recipient	2. Date(s)	3. Explanation(s)	4. Amount(s)
5. Total OTHER DISBURSEMENTS during this reporting period			

## SCHEDULE F: ANONYMOUS CONTRIBUTIONS

Anonymous contributions *must be transmitted to the State* -- they cannot be kept or used. On this schedule, state the date and amount of each anonymous contribution received during this reporting period, as well as the date that each contribution was transmitted to the State. Receipts from the sale of campaign paraphernalia (items such as political campaign pins, buttons, hats, T-shirts, bumper stickers, literature, etc.) in transactions of \$25 or less are not considered anonymous contributions.

Anonymous contributions should be mailed by campaign check to the Treasurer of the State of Louisiana, accompanied with an explanation that the check represents an anonymous campaign contribution forwarded pursuant to LSA-R.S. 18:1505.2B.

1. Amount	2. Date Received	3. Date Transmitted to State

“Major” and “District” level offices are required to file campaign finance disclosure reports ELECTRONICALLY using the Board of Ethics Computerized Data Management System (LEADERS). Paper filed reports for “major” and “district” office candidates will not be accepted.

“Any other” office level candidates may file their reports electronically or by mail (P.O. Box 4368, Baton Rouge, LA 70821), fax (225-381-7271), or commercial delivery service (617 North Third Street, LaSalle Building, Suite 1036, Baton Rouge, LA 70802).

**FOR MORE INFORMATION VISIT THE WEBSITE:  
[www.ethics.la.gov](http://www.ethics.la.gov)**

The failure to file campaign finance reports on time subjects candidates and the chairmen and treasurers of their committees to civil penalties.