

The Northeast State of the Junior State of America

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Northeast State (NES)
Empire Constitution Region (ECR): Connecticut, New York
New England Region (NER): Maine, Massachusetts, New Hampshire, Rhode Island, Vermont

Fair Elections Handbook 2009-2010

Including: Laws Governing Northeast State Campaigns (Fletcher Election Reform Act of 2009), Fair Market Values, Intention Forms, Candidacy Declaration Forms, and Spending Report Forms

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Fletcher Election Reform Act of 2009
(A rewriting of the Patel Election Reform Act of 2005)

Whereas, it is necessary to re-establish fair election practices in the Northeast State.

Whereas, it is necessary to reaffirm the electoral integrity of the Northeast State.

Whereas, it is necessary to update the electoral infrastructure of the Northeast State.

Article I: The Fair Elections Committee

Section 1. The Lieutenant Governor shall preside over all Northeast State elections.

- a) If the Lieutenant Governor is running for an elected position, the President Pro Tempore (Lieutenant Governor's Chief of Staff) shall preside over the elections in his or her place.
- b) If the Lieutenant Governor is going to run for a position, the President Pro Tempore must also decide whether he or she will be running for a position. If both are, the Joint Council of Chapter Presidents (JCOCP) must appoint a different person to preside over the elections at Fall State.
- c) The Lieutenant Governor and President Pro Tempore must decide if they are running for an elected position by Fall State. However, they both must abide by the rules of declaration and campaigning set forth in Article III, except when addressing the JCOCP about their inability to serve as Fair Elections Chair.

Section 2. The creation and advancement of the laws defining the election process shall solely be the responsibility of the Joint Council of Chapter Presidents.

Section 3. There shall be a Fair Elections Committee (FEC), chaired by the official designated to preside over elections (per Section 1 of this article) and consisting of four (4) members appointed by the Fair Elections Chairperson and approved by the Joint Council of Chapter Presidents.

- a) Members of the FEC may not support any candidate and must remain neutral and impartial during their time on the committee.
- b) The committee shall be approved by the Joint Council of Chapter Presidents at Winter Congress and shall be dissolved at the conclusion of the elections at Spring State.
- c) The Fair Elections Committee shall help the Fair Elections Chairperson execute the Northeast State's elections fairly and efficiently.
- d) The members of the FEC are allowed to collect literature and campaign paraphernalia, but they are not allowed to use this power to support any candidates. All materials they collect from candidates must not be visible in any way.
- e) There shall be no secret members of the FEC.

Article II: The Candidates

Section 1. Any tax-paying member who meets the qualifications of being a citizen of the Northeast State, set forth in the Northeast State Constitution, who is not graduating at the end of the scholastic year, may run for a single elected position on the state or regional level. He or she shall be considered a legitimate candidate when he or she officially announces his or her candidacy to a group of delegates, per Section 2 of this article.

Section 2. A member may announce his or her candidacy any time between a specified time period at Winter Congress and noon on the Saturday of Spring State.

- a) Candidacy declarations at Winter Congress will take place annually at a time chosen by the Fair Elections Chairperson, with approval by the Program Director.
- b) No candidate may declare candidacy before the chosen time period.
- c) In order for a candidate to declare officially his or her candidacy, he or she must fill out completely and submit the FEC Forms, created annually by the Chairperson of the FEC or his or her designee. These forms must be filed to the Fair Elections Chairperson at or before noon (12:00 PM) on the Saturday of Spring State.
- d) It is the responsibility of the candidates to hand these forms in. It is not the responsibility of the FEC to ask candidates to hand in the forms.

Section 3. If a candidate is not present at Spring State or any official function, including Regional events and Mini- and Mega-cons, the candidate may designate *one* proxy to run the campaign.

- a) This proxy shall fill the role of the candidate and be allowed to make speeches and participate in candidates' forums in the candidate's stead.
- b) The proxy shall be obliged to follow the election law as if he or she were the candidate, and the candidate is subject to punishments should the proxy violate any parts of the law.
- c) The proxy need not be the same person event to event. However, the candidate may not have more than one official proxy at one single event.

Section 4. A description of the duties and powers of all elected officials shall be published in the Spring State agenda packet.

Article III: Campaigning

Section 1. Candidates may make official campaign speeches during any officially sponsored event where a member of the FEC or the Chairperson's designee is present to preside over the forum.

- a) If a member of the FEC is not present, the FEC Chair must appoint someone to preside over the forum. This appointee cannot be a candidate.
- b) Candidates running for the same position shall be allotted equal amounts of time per speech.
- c) At Winter Congress, every candidate will be allotted the following time for candidacy speeches:
 - i. There shall be a period of time during which candidates for all offices shall each make a one-minute speech announcing their candidacies.
- d) Should there be a political fair at Winter Congress taking place after candidacy declarations, each candidate shall be allowed the opportunity to set a table for the campaign. If this takes place before candidacy declarations, candidates will not be allowed to have a table at the political fair.
- e) At Spring State, candidates will be allotted the following time for speeches:

- i. All candidates running for state positions (Governor or Lieutenant Governor) shall be allotted a period of five minutes for candidacy speeches and endorsements. During those five minutes, each candidate may have a maximum of two endorsement speeches made by members of the NES. The total sum of the time for the two endorsements and the candidate's speech must not exceed five minutes.
 - ii. All candidates running for regional positions (Mayor or Vice-Mayor) shall be allotted a period of three minutes for candidacy speeches and an endorsement. During those three minutes, each candidate may have a maximum of one endorsement speech made by a member of the NES. The total sum of the time for the endorsement and the candidate's speech must not exceed three minutes.
 - iii. Candidates are not required to have endorsement speeches.
 - iv. State and regional candidates shall receive a block of time allotted for a question and answer session. The time shall be divided equally between the Vice Mayor and Mayor candidates and also for the Lieutenant Governor and Governor candidates, but the time shall not necessarily be divided equally for Regional and State elections.
- f) The lengths of speeches and duration of nomination block are subject to change depending upon the number of candidates for each position. The determination shall be made by the Chairperson of the Fair Elections Committee, with the guidance of the Convention Coordinator.
- g) Candidates may approach an individual JSA member at any time during the year, even before declarations, to ask for his or her support. If a candidate approaches more than one member at any given time regarding his or her candidacy, then the candidate shall be punished according to Article V of this year.
- i. The only exception to the above rule is that candidates are allowed to discuss freely their candidacies with more than one member of their chapter.
 - ii. Candidates may not send form e-mails prior to the chosen declaration time of Winter Congress. If a candidate is found sending form emails, then it shall be considered the equivalent to declaring one's candidacy to a group of delegates.

Section 2. Spending limits of candidates shall be as follows:

- a) The Governor and Lieutenant Governor candidates shall have a spending limit of \$300 in Fair Market Value. The Mayor and Vice-Mayor shall have a spending limit of \$150 in Fair Market Value. This shall include the price of all costs associated with the campaign including, but not limited to, paper, stickers, buttons, t-shirts, pens, and other "give-aways." Costs not counted include, but are not limited to, phone bills and transportation costs. Any and all costs related to a campaign not specified by the Fair Market Values shall be determined by the Chairperson of the FEC.
- b) Candidates must give the Chairperson of the FEC a detailed report of the money spent on their campaign, to be handed in by noon (12:00 PM) of Spring State.
 - i. It is the responsibility of the candidates to hand these forms in. It is not the responsibility of the FEC to ask candidates to hand in the forms.

- ii. All campaign materials will be assessed in Fair Market Value. This includes those items for which the candidate can provide a receipt, those items which are purchased below the Fair Market Value, and those items the candidate receives a discount or receives for free.
- c) Candidates may distribute appropriate items such as literature, stickers, buttons, and other objects after they declare their candidacy until the end of elections. They may also hang posters in the room(s) designated by the Chairperson of the FEC at Spring State only.
- i. The candidates must follow the stipulations set forth by the hotel about hanging up posters, including, but not limited to, a specific type of tape required to hang up the posters.
 - ii. Candidates must notify the Chairperson of the FEC of their intention to hang up posters at Spring State.
 - iii. At Spring State, candidates are not allowed to hang up posters before Saturday morning.
 - iv. Candidates are responsible for all forms of literature and other objects that they hand out. They must clean up any literature or objects that have been left behind. If literature or other campaign paraphernalia are left on the floor, candidates will be punished as per Article V of the Fair Election Handbook.

Section 3. All materials must be approved by the Chairperson of the FEC before distribution or posting. This includes, but is not limited to, all campaign literature, all material being posted on a candidate's website, Facebook groups, and button designs.

- a) If the Chairperson of the FEC is not available, then members of the Fair Elections Committee can approve materials with the Chairperson's consent.
- b) Candidates must be generous with time when asking for approval of materials. Candidates should give at least 48 hours' notice before an event, or their literature may not be approved.

Section 4. Campaigning must end upon the elimination of the candidate or the conclusion of the elections.

Article IV: Ethics

Section 1. Candidates must respect other delegates and candidates for all offices.

Section 2. Candidates shall not slander anyone, nor may they write libel.

Section 3. Candidates may not bribe delegates for votes. This may include the exchange of money or items for the promise of a vote. This does not include "give-aways" that are paid for in Fair Market Value. Candidates may not promise or offer cabinet positions.

Section 4. Candidates may be punished for improper action made prior to their declaration of candidacy and after the closing of the previous Spring State.

Section 5. Candidates must respect candidates running for offices other than the one for which they are campaigning and may be punished for ethics violations of this nature.

Section 6. Candidates are responsible for the ethical conduct of their campaign teams.

Section 7. Candidates must remain ethical in their campaigns. The final determination of ethics shall fall to the Chairperson of the FEC.

Article V: Infractions/Punishments

Section 1. Candidates shall not officially declare their candidacies or distribute campaign materials before the chosen declaration period at Winter Congress.

- a) If a candidate declares his or her candidacy to a group of delegates (more than one person) outside of his or her chapter before the chosen time to declare candidacies at Winter Congress, the candidate's spending limit shall receive a deduction of $\frac{1}{4}$ of the original limit. A candidate may, however, discuss their candidacy with his or her own chapter even before declaring at Winter Congress.
- b) If a candidate (or his or her agent) distributes campaign materials before the chosen time to declare candidacies at Winter Congress, the candidate's spending limit shall receive a deduction of $\frac{1}{2}$ of the original limit.
- c) If a candidate both declares his or her candidacy and distributes literature before an appropriate declaration of candidacy, then he or she shall be eliminated from the race and may not run for any other office.

Section 2. Candidates may only campaign and/or hand out campaign materials during designated times. Such times are to be determined and announced by the Chairperson of the FEC, but must include during meals, between blocks, and any free time at nights.

- a) Candidates who campaign and/or hand-out campaign materials during any non-designated time are subject to a reduction in their original spending limits at a minimum of 15% not to exceed 50%, depending on the severity of the infraction, at the discretion of the Chairperson of the FEC.
- b) Candidates shall be responsible for their campaign staffs and those assigned to distribute literature. If an agent of a candidate campaigns and/or hands out campaign materials during any non-designated time, the candidate is subject to a reduction in his or her original spending limits at a minimum of 5% not to exceed 25%, depending on the severity of the infraction, at the discretion of the Chairperson of the FEC.

Section 3. Candidates shall not violate the ethical rules set down in Article IV.

- a) Candidates violating the ethical rules shall be punished at the discretion of the Chairperson of the FEC based on the severity of the infraction. The punishment may be a reduction in spending limit at a minimum of 5% to immediate disqualification from the race.

Section 4. Candidates are responsible for all forms of literature and other objects that they hand out.

- a) Candidates will receive a 25 cent reduction in their budget for every piece of literature or "give-away" left behind.

Section 5. If a candidate has not filed his or her forms by noon on Saturday of Spring State, then the candidate is not official and may not run.

Section 6. If a candidate distributes inappropriate items, those items shall be confiscated and the candidate may be subject to a reduction in spending limit at the discretion of the Chairperson of the FEC. If the candidate continues to distribute inappropriate items, the candidate shall be disqualified.

- a) If the inappropriate items are beyond an acceptable level of inappropriateness at the first infraction, the candidate may be automatically disqualified at the discretion of the Chairperson of the FEC.

Section 7. Candidates may not post inappropriate materials on the Internet relating to their campaign. If the candidate does post inappropriate material on the Internet, he or she will be given 48 hours to take the content down. If the candidate does not take the content down after 48 hours, the candidate shall be disqualified.

- a) If the inappropriate posting on the Internet is beyond an acceptable level of inappropriateness at the first infraction, the candidate may be automatically disqualified at the discretion of the Chairperson of the FEC.

Section 8. Candidates shall be responsible for all violations made by their campaign teams. The punishments for those violations are to be determined by the Chairperson of the FEC but may not exceed the punishments that would be applied to a candidate committing the same infraction.

Section 9. If a candidate exceeds his or her spending limit, the punishment shall be determined as follows:

- a) If a candidate goes greater than zero percent (0%) to twenty percent (20%) over budget including all punishments, then the punishment will be a public announcement before voting with the amount he or she went over budget.
- b) If a candidate goes greater than twenty percent (20%) over budget including all punishments, then the candidate will be automatically disqualified.

Article VI: Election Procedure

Section 1. The elections of the Governor, Lieutenant Governor, Mayors, and Vice-Mayors shall take place at Spring State.

Section 2. Only tax-paid members of the NES present in the room at the commencement of the voting round may participate in that round of voting. During regional elections, only members of that region in the room at the commencement of the voting round may participate in that round of voting.

- a) Each member may only have one vote per round.

Section 3. The Fair Elections Committee shall commission agents to assist in the administration of the election.

- a) FEC agents must be neutral delegates who do not publicly support a candidate.
- b) FEC agents may collect literature and other campaign paraphernalia, but they may not allow it to be visible.

Section 4. During each round of voting, ballots shall be distributed to chapters by FEC agents, one ballot per person in each chapter.

- a) There shall be one FEC agent assigned to each chapter.
- b) The ballots shall be distributed within the chapter by the chapter president (or acting chapter president.)
- c) The chapter president (or acting chapter president) shall collect all of the ballots from his or her respective chapter after each member has voted.
- d) The chapter president shall then count all of the votes and submit the ballots to the chapter's FEC agent.

- e) The FEC agent shall then count the ballots and check the count with the chapter president. Any discrepancies shall be decided by the Chairperson of the FEC.
- f) After an official count is reached, the ballots are to be brought to the Chairperson of the FEC.
- g) FEC agents and members will not vote with their chapters. They shall cast their votes before chapters are given ballots. However, their vote will be announced last.

Section 5. The official votes of each round shall be announced by each chapter president, with the totals announced at the end. A running count of the results of the election shall be updated as each chapter announces its votes, unless there is technological difficulty.

Section 6. Elections shall take place in a run-off style.

- a) Candidates shall be able to make a one-minute speech before each round of voting.
- b) If a candidate has more than 50% of the votes, then he/she shall automatically win.
- c) If no candidate has more than a 50% majority, then the candidate with the fewest votes shall be dropped from the ballot.
- d) If any group of candidates has votes that total fewer than the votes of the next highest candidate, then those candidates shall all be removed from the race.
- e) This process of elimination shall continue until one candidate gains a majority vote.
- f) The winning candidate may make a one-minute acceptance speech if he or she chooses to. All other candidates shall have the option of making a one-minute concession speech at the time of their eliminations.

Section 7. There are certain cases in which a secret ballot may be requested. In all cases, a secret ballot must be requested before the commencement of the voting of the first round of a single office's election. It must be approved by the Chairperson of the FEC. If it is granted, it will only apply for the election of one office. For elections of different offices, the secret ballot privilege must be requested and approved again. The secret ballot extends for all rounds of a single office's election. The secret ballot cannot be requested between rounds of a single office's election. The secret ballot must be requested for in writing. The secret ballot applies for the entire chapter when granted, excluding FEC agents and members.

- a) Any person within a chapter with a candidate running for office may request a secret ballot for the entire chapter.
- b) Any person within a chapter with a delegation of eight people or fewer may request a secret ballot for the entire chapter.

Article VII: Remaining Powers

Section 1. Any election procedure not mentioned in this bill shall be left to the discretion of the Fair Elections Committee.

Section 2. Any decision made by the Chairperson of the FEC may be appealed to the Fair Elections Committee.

- a) For any decision of the Chairperson of the FEC that is appealed to the Fair Elections Committee, the Chairperson of the FEC and the Fair Elections Committee must meet and compromise to resolve the issue.

Section 3. If the members of the Fair Elections Committee disagree with a decision of the Chairperson of the FEC, the Fair Elections Committee and the Chairperson of the FEC must meet and compromise to resolve the issue.

FAIR MARKET VALUES

Below are the costs for common campaign items. If a candidate plans on distributing items not accounted for in the below, the candidate should speak with the Chairperson of the Fair Elections Committee to obtain a fair market value for the item. Refer to Article III, Section 2 for more information on the term "Fair Market Value."

Copying & Copying Supplies

*Standard 8 1/2 x 11 Paper**

- Black and white: \$0.10 per page
- Color: \$0.15 per page

*Heavy 8 1/2 x 11 Paper** (Includes glossy paper)

- Black and white: \$0.15 per page
- Color: \$0.20 per page

* Two 4-1/4 x 11 or 8-1/2 x 5-1/2 sheets are the same price as one 8-1/2 x 11 sheet. Cutting 8-1/2 x 11 sheets of standard or heavy-weight paper into 1/2-size sheets does not cost any extra.

* Double-sided copies cost the same as single-sided copies.

Other

- Buttons: \$0.35 per button
- Pens: \$0.40 per pen
- Stickers: \$0.12 per sticker (\$60 for roll of 500)
- Envelopes (for mailing): \$0.15 per envelope
- Stamps (for mailing): \$0.44 per stamp
- T-shirts: \$10 per shirt
- Posters: \$1 per poster
- Candy or baked goods: \$5 per pound of candy or baked good

Cyber Tools

- Website Domain: \$5 per month**
- Facebook Groups: Free

**Websites hosted on free web hosts, such as <http://freewebsitehere.com/taylorstiftforJSA>, are free. Paying for your own domain, such as <http://www.taylorstiftforJSA.com>, costs \$5 per month.

**You will be charged for every month for which your website is open (i.e. if your website is open any time during the months of February, March, and April, you will be charged for 3 months.)

Any other materials not listed here must be assessed by the Chairperson of the FEC and assigned a Fair Market Value!

**IF YOU EXCEED YOUR BUDGET, THERE WILL BE CONSEQUENCES.
SEE ARTICLE V, SECTION 9.**

Approval of Materials

All literature and/or other materials distributed at JSA events must be verified by the Chairperson of the FEC, or the appointed FEC member if the Chairperson is unable to verify the literature. This is to ensure that there is no libel in campaign materials. This is also to make sure the proper amounts of materials being reported are distributed.

Candy or baked goods must be checked for weight measurements. No peanut products allowed!

Candidates should be generous with time when asking for approval for their material.

- Candidates should give 48 hours for literature, websites, and Facebook groups for approval.
- Candy, pens, stickers, posters, t-shirts, etc. can be approved on-site by the Chairperson of the FEC. However, it may be in your best interest to have the designs approved in advance before ordering.

INTENTION OF CANDIDACY FORM

This form outlines your intentions of running for elected office in JSA. It is to gather information about you and your campaign manager. It must be filled out and returned to the Chairperson of the FEC at the Winter Congress candidates' meeting. If declaring after Winter Congress, it may be faxed or filled out digitally and emailed to the Chairperson of the FEC. *This is not your official declaration of candidacy; additional forms must be handed in at Spring State!*

Candidate's Name _____ Position Seeking _____

CANDIDATE: _____

Date of Birth: _____ Region (circle): NER / ECR

Address: _____ Chapter: _____

_____ Year of Graduation (circle): 2011 / 2012 / 2013

Home Phone: (_____) _____ - _____ Cell Phone: (_____) _____ - _____

E-mail: _____ Instant Messenger: _____

Best Methods to Contact Individual: _____

Present JSA Positions Held (include chapter, regional, and state positions): _____

CAMPAIGN MANAGER: _____

Date of Birth: _____ Region (circle): NER / ECR

Address: _____ Chapter: _____

_____ Year of Graduation (circle): 2010 / 2011 / 2012 / 2013

Home Phone: (_____) _____ - _____ Cell Phone: (_____) _____ - _____

E-mail: _____ Instant Messenger: _____

Best Methods to Contact Individual: _____

Present JSA Positions Held (include chapter, regional, and state positions): _____

By affixing my signature below, I intend to run an ethical campaign. I agree to follow the rules set forth by the Chairperson of the FEC and the Joint Council of Chapter Presidents. In addition, I understand that this form does not suffice as a declaration of candidacy; and I must fill out additional forms by noon of Saturday of Spring State.

Candidate X _____ Date _____

Campaign Manager X _____ Date _____

F.E.C. Forms

Candidate's Name _____

Campaign Manager's Name _____

Position Seeking (circle):

- NER Vice-Mayor
- ECR Vice-Mayor
- NER Mayor
- ECR Mayor
- NES Lieutenant Governor
- NES Governor

This packet includes the following documents:

- Declaration of Candidacy ___
- Candidate's Contact Information ___
- Candidate Information/Questionnaire ___
- Campaign Manager Notification ___
- Campaign Manager's Contact Information ___
 - Biography ___
 - Spending Report Form ___

Check each item off as it is completed.

You will not be considered an official candidate until all items (excluding your biography, which is optional) are submitted!

Please fill out the forms neatly and legibly.

The following forms must be filled out completely and honestly.

By affixing my signature below, I attest to the completeness and honesty of the following forms. I have, to the best of my knowledge, completed the forms as accurately as possible.

Candidate X _____ Date _____

Campaign Manager X _____ Date _____

OFFICIAL CANDIDACY DECLARATION FORM

Submission of the Candidacy Declaration Form indicates one's agreement to the rules set forth in all relevant campaign law. This Candidate Declaration Form must be given to the Chairperson of the Fair Elections Committee before noon at Spring State.

Part I: Declaration of Candidacy

I, _____, do hereby declare my intention of running for the position of _____ for the 2010-2011 school year. I have read and agree to abide by the rules and regulations set down by the Joint Council of Chapter Presidents. I agree to abide by the decisions of the Chairperson of the Fair Elections Committee and also know that said decisions may be appealed to the full Fair Elections Committee. I further agree to run an ethical and legal campaign. By affixing my signature and dating below, I agree to the above statements. Everything in this Candidacy Declaration Form is, to the best of my knowledge, complete and honest.

Signature _____ Date _____

Part II: Candidate's Contact Information

Name: _____ Date of Birth: _____

Address: _____ Region (circle): NER / ECR
_____ Year of Graduation (circle): 2011 / 2012 / 2013

Chapter: _____

Home Phone: (_____) _____ - _____ Cell Phone: (_____) _____ - _____

E-mail: _____ Instant Messenger: _____

Best Methods to Contact Individual: _____

Present JSA Positions Held (include chapter, regional, and state positions):

Part III: Candidate Information / Questionnaire

1. Are you a tax-paid member of the Northeast State? Yes / No

2. Have you ever been asked to or forced to leave a JSA event? If so, please chronicle the incident(s) below:

3. Have you ever broken a rule at a JSA convention? If so, please chronicle the incident(s) below:

Part IV: Campaign Manager Notification

I, _____, am acting as Campaign Manager for _____. I have read and agree to abide by the rules and regulations set by the Joint Council of Chapter Presidents. I agree to abide by the decisions of the Chairperson of the Fair Elections Committee and also know that this decision may be appealed to the full Fair Elections Committee. I further agree to run an ethical and legal campaign. By affixing my signature and dating below, I agree to the above statements. I understand that my actions and the actions of the campaign team may negatively affect the candidate running for office.

Signature _____ Date _____

Part V: Campaign Manager Contact Information

Name: _____ Date of Birth: _____

Address: _____ Region (circle): NER / ECR
_____ Year of Graduation (circle): 2010 / 2011 / 2012 / 2013

Chapter: _____

Home Phone: (_____) _____ - _____ Cell Phone: (_____) _____ - _____

E-mail: _____ Instant Messenger: _____

Best Methods to Contact Individual: _____

Present JSA Positions Held (include chapter, regional, and state positions):

Part VI: Biography

This form is optional, but *highly recommended*. This will be posted on the NES Website and published in the NES *Patriot*. Please email a biography of yourself between 200-300 words to the Chairperson of the FEC at jfletcher@northeastjsa.org. Please outline your main platforms, talk about your motivations for JSA, and some tidbits about yourself. You may not directly email this to the Webmaster or to the Editor-in-Chief of *The Patriot*. Please hand-in a copy of your biography with your FEC forms.

SPENDING REPORT FORM

Please fill this form out to include each and every campaign prop you purchased, including, but not limited to, buttons, stickers, candy, literature, t-shirts, websites, etc. Only fill out the "purchased total" section of the form. The rest will be filled out by the Chairperson of the FEC. Print additional copies of the spending form if necessary!

This must be handed in with your candidacy declaration forms (before noon of Saturday of Spring State.) *Please include a print-out of all literature, button designs, stickers, etc. mentioned on the report. Also, hand in a copy of your receipts!*

If you have any changes or additions to your Spending Report Form after handing it in at noon on the Saturday of Spring State (i.e., purchasing a campaign prop after handing it in), you must see the Chairperson of the FEC.

SPENDING REPORT FORM

Candidate's Name: _____ Position Seeking: _____

PURCHASES TOTAL
(For use of the candidate)

DESCRIPTION OF ITEM	PRICE PER ITEM	QUANTITY	TOTAL
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
TOTAL OF PURCHASES: (Sum 1-13)			

BUDGET DEDUCTIONS
(For use of the Chairperson of the FEC only)

NATURE OF DEDUCTION	AMOUNT DEDUCTED	FEC INITIAL
1.		
2.		
3. Materials Left Behind (25 cents per piece) .25 x _____		
TOTAL OF DEDUCTIONS:		

TOTAL EXPENDITURES
This is the total you "spent."
(For use of the Chairperson of the FEC only)

Total of Purchases + Total of Deductions = Total Expenditures

_____ + _____ =