



Candidate's Campaign Expense Report

An itemized report of all campaign expenditures shall be submitted to the A.S.I. Elections & Orientation Commissioner by 7 pm **Friday, April, 27, 2018**.

The itemized report shall list all expenses and include receipts for all campaign materials. Even if "0" expenses are incurred, it is the candidate/ slate's responsibility to submit the Candidate's Campaign Expense Report stating "0" dollars are spent. Failure to submit itemized report can lead to disqualification and may impact a candidate's option of holding an A.S.I. elected/appointed position in the future.

A Candidate's Campaign Expense Report must include:

- A. The expense cap shall include all expenditures made by the candidate, slate (if applicable), and the individual(s) or organization(s) supporting the candidate/slate.
- B. Materials donated to the candidate, shall be given a value by the Elections Committee, consistent with the current market rates.
- C. Expenses shall be defined as the candidate's moneys incurred in running for office, donations of materials and expenditures of funds by individual(s), organization(s) making public their support for a candidate.
- D. Any materials or services must be documented with an original receipt attached to the candidate's Campaigning Expense Report or Slate Budget Report.
- E. The candidates' Campaign Expense Report shall include the following:
 1. List of expenses incurred by the candidate for the purchase of materials.
 2. List of expenses incurred by the candidate for the purchase of services.
 3. List of each expense incurred by all individuals or organizations (supporting the candidate) for purchase of materials.
 4. List of each expense incurred by all individuals or organizations (supporting the candidate) for purchase of services.
 - i. Total of 1, 2, 3, and 4, shall not exceed \$500 for Executive Office and \$300 for all other candidates.
- F. Statements by the candidate to the effect that his/her Campaign Expense Report is a "true" statement of expenses incurred in running for an A.S.I. Office.
- G. Signature of a witness supporting good character of candidate. Signature of the Elections & Orientation Commissioner must also be on the Campaign Expense Report.
- H. All expense reports shall be reviewed by the Judicial Review Committee for authenticity and a summary of expenses for all candidates will be filed with the A.S.I. Administrative Office Room U-SU 203 within seven (7) business days after the itemized report deadline.

The itemized report shall be available to the public in the A.S.I. Administrative Office, U-SU Room 203. If you have any questions please call 323-343-4778 and ask for the Elections & Orientation Commissioner or the A.S.I. Programs Coordinator.



Itemized Candidate's Campaign Expense Report

Candidate's Name: _____ Position _____ Date _____

Item / Description	Place Purchased	Cost (per item)	Receipt Attached?
		\$	
		\$	
		\$	
		\$	
		\$	

I hereby attest that the facts and numbers presented in this Candidate's Campaign Expense Report are true and accurate of all expenses incurred during my campaign in the A.S.U. General Election .

Candidate's Name: _____ Date: _____

Witness Print Name: _____ Signature: _____ Date: _____

Election & Orientation Commissioner's Signature: _____ Date: _____