



Committee Name		Office Sought		District
Street Address		City	State	Zip
Candidate Name OR PAC Registration Number		Treasurer Name		Election Date (MM/DD/YYYY)

**Type of Report** (choose one):

- Annual  
  Semiannual  
  Pre-Primary  
  Post-Primary  
  Pre-General  
  Post-General

Statewide Candidates Only:

- July Monthly  
  August Monthly  
  September Monthly

Year
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**Amended Report**

- No  
  Yes

**Termination**

- Check this box if the committee wishes to terminate with this report

**Short Form Report (R.C. 3517.10(H))**

- Check this box if the committee is filing a short term report. See attached instructions.

<b>1. Amount brought forward from last report</b>	
<b>2. Total monetary contributions</b> (From Forms 31-A and 31-E)	
<b>3. Total other income</b> (From Form 31-A-2)	
<b>4. Total funds available</b> (sum of lines 1, 2, 3)	
<b>5. Total monetary expenditures</b> (From Forms 31-B and 31-F)	
<b>6. Balance on hand</b> (line 4 minus line 5)	
<b>7. Value of in-kind contributions received</b> (From Form 31-J-1)	
<b>8. Value of in-kind contributions made</b> (From Form 31-J-2)	
<b>9. Outstanding loans owed by committee</b> (From Form 31-C)	
<b>10. Outstanding debts owed by committee</b> (From Form 31-N)	
<b>11. Outstanding loans owed to committee</b> (From Form 31-K)	
<b>12. Value of independent expenditures made</b> (From Form 31-U)	

**THIS STATEMENT IS MADE UNDER PENALTY OF ELECTION FALSIFICATION.  
WHOEVER COMMITS ELECTION FALSIFICATION IS GUILTY OF A FELONY OF THE FIFTH DEGREE.**

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Signature of Treasurer or Deputy Treasurer

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Date (MM/DD/YYYY)

Contribution Pages
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Expenditure Pages
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Other Pages
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Total Pages
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## Instructions for the Ohio Campaign Finance Report (Cover Page) Form 30-A

The Ohio Campaign Finance Report, commonly referred to as the Cover Page, identifies the committee filing the report and what reporting period is covered. It also summarizes the details of the report. The cover page is not a substitute for listing detailed information on the appropriate forms, unless the committee qualifies for the Short Form Report (see below).

### Committee Information

Complete the top section of the form with all the information required for the specific type of committee.

### Type of Report

Select the type of report being filed and enter the appropriate year. Only statewide candidates file monthly reports, and only in the year in which they run for election.

### Amended Report

Amended Report should be marked "No" for all original reports. The box should be marked "Yes" only if the report is being filed to correct, add to, or in some way change a report that has already been filed. Do not combine a corrected report with an original filing (e.g., do not attach canceled check copies from a prior report to a subsequent report).

### Terminations

The Cover Page is the means by which a committee may terminate. If the committee has no debts, no loans, and no balance on hand and the committee wishes to close, mark the box in the Termination section.

### Short Form Report

If a candidate has no activity before January 1 of the year in which the candidate appears on the ballot, and spends \$500 or less and receives \$500 or less in that same year in which the candidate appears on the ballot, then only the cover page of the campaign finance report is required to be filed at either the post-primary or post-general filing deadline. If a candidate is filing a Short Form Report, mark the box in this section. For more information on the Short Form Report requirements, please see Chapter 2 of the Ohio Campaign Finance Handbook.

### Activity (lines 1 through 12)

Lines 1 through 6 relate to the actual monetary transactions (contributions, other income/interest, and expenditures) that occurred during the reporting period for which the report is being filed.

**Line 1** should be the same as the ending balance on hand of the last report filed. For a newly established committee, this line will reflect \$0.

**Lines 2, 3, and 5** should be completed by transferring the amounts from the corresponding forms to the Cover Page. **Lines 4 and 6** should be computed as the form instructs. *Note:* Line 6 should never reflect a negative number, as that would indicate the committee spent more than it received.

**Lines 7 through 12** are statements of valuation for non-monetary transactions, as disclosed on the corresponding forms. These totals will not affect the Line 6 total.

If there is no activity corresponding to a line, that line total should reflect \$0.

### Signatures

A candidate campaign committee report must be signed by the treasurer or deputy treasurer. A candidate cannot sign the report unless he or she is the treasurer or deputy treasurer. PAC, PCE, political party and legislative campaign committee reports must be signed by the treasurer or deputy treasurer.

### Cover Page Numbering Guide -

**Contribution Pages:** 31-A, 31-A-2, 31-E, 31-J-1, 31-G, 30-C, 31-P, 31-R, 31-T

**Expenditure Pages:** 31-B, 31-F, 31-J-2, 31-I, 31-M, 31-U

**Other Pages:** 30-A, 31-C, 31-N, 31-K