

Statement of Political Party Restricted Fund Deposits

Prescribed by Secretary of State 3/05

Name of Committee in Full									
Name of Donor					Registration Number, if PAC				
Street Address								Form (Cash, Check, etc.)	
City		State		Zip Code	M	D	Y	Amount	
Name of Donor					Registration Number, if PAC				
Street Address								Form (Cash, Check, etc.)	
City		State		Zip Code	M	D	Y	Amount	
Name of Donor					Registration Number, if PAC				
Street Address								Form (Cash, Check, etc.)	
City		State		Zip Code	M	D	Y	Amount	
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Street Address								Form (Cash, Check, etc.)	
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Street Address								Form (Cash, Check, etc.)	
City		State		Zip Code	M	D	Y	Amount	
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Street Address								Form (Cash, Check, etc.)	
City		State		Zip Code	M	D	Y	Amount	
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Street Address								Form (Cash, Check, etc.)	
City		State		Zip Code	M	D	Y	Amount	
Name of Donor					Registration Number, if PAC				
Street Address								Form (Cash, Check, etc.)	
City		State		Zip Code	M	D	Y	Amount	

Note: If committee received deposits from corporations or labor organizations, report must be filed electronically with secretary of state.

Statement of Political Party Restricted Fund Deposits — Form 31-CC

This form is only to be used by a state or county political party. A state or county political party must deposit into its restricted fund all public moneys received from the Ohio political party fund under R.C. 3517.17. Deposits from corporations and labor organizations to a political party restricted fund are permitted as long as they do not exceed \$10,000 in a calendar year. The political party restricted fund may also accept deposits from sources other than public funds, corporations or labor organizations.

For reporting purposes, political party restricted fund donations are “deposits” not “contributions.”

If a county political party accepts corporation or labor deposits into its restricted fund, the county political party must file all reports for that fund by electronic means with the secretary of state. [R.C. 3517.1012(B)]

You must list on the Statement of Political Party Restricted Fund Deposits all money received into a political party’s restricted fund *except* interest income, loans, refunds or prior expenditures that are returned to the committee [R.C. 3517.10(B), (D)] [These should be listed on the Statement of Other Income (Form 31-A-2)].

Every donor's name and the amount given must be listed. Political parties are *exempt* from listing donor’s addresses. The treasurer must still keep records of these donor’s addresses even if they are not required in the report.

The State block should be completed with the U.S. Post Office's standard two-letter abbreviation. For example, Ohio would appear as OH.

The Date block should be completed with six digits. For example, March 9, 2005, would appear as 03 09 05. The date of a deposit is the date that an agent of the committee receives it, not the date of the bank deposit or the date on the check.

The form in which the deposit is received must be indicated, such as check, cash or money order. Cash means currency or coin.

A deposit received from a statewide PAC must list its registration number. A deposit from a Federal PAC may include the Federal PAC registration number. The registration number block may also be used to list that a deposit was received from either a political contributing entity (PCE) or local PAC, both of which do not have registration numbers.

You should not list the names of two donors in the Name of the Donor field. Each deposit received from individuals must be attributed to a single person. When a check has more than one individual listed on it, ask who the actual donor is or list the person who signed the check. (O.A.C. 111-5-21)

Donors *may not* remain ***anonymous*** by request. If a donor does not want to be identified, the donation *should not be made*. However, if an anonymous donation is received, efforts must be made by the committee to identify the donor. If the efforts are unsuccessful, the donation should have an explanation of the circumstances that caused it to be anonymous and a description of the efforts made to determine the donor’s identity. This information should appear in the address portion of the deposit page entry.

Moneys in a state or county political party restricted fund may only be disbursed to pay costs incurred for any the categories specified in R.C. 3517.18(A). All disbursements from a political party restricted fund should be reported on Statement of Political Party Restricted Fund Disbursements (Form 31-M). A list of permitted disbursement categories is at the bottom of the form.

Political parties must report their restricted fund activity two times a year. The semiannual report is due by the last business day of July covering all activity through the last day of June, and the annual report is due by the last business day of January covering all activity from the first day of July through the last day of the December of the previous year.

The total of restricted fund deposits received should be transferred to line 2 on the Ohio Campaign Finance Report (Form 30-A)