

**BARBARA K. CEGAVSKE  
SECRETARY OF STATE  
STATE OF NEVADA  
2019 CAMPAIGN CONTRIBUTIONS & EXPENSES REPORT**

**CANDIDATE ACKNOWLEDGEMENT**

I, \_\_\_\_\_, hereby acknowledge receipt of this document, pursuant to NRS 294A.390(4), stating the requirements to report campaign contributions and expenses and the filing date schedule for the reporting of campaign contributions and expenses, pursuant to NRS Chapter 294A, and as set forth in this acknowledgement. I further hereby acknowledge and understand the following:

➤ I am required to file my Contributions & Expenses Report **electronically** with the **Secretary of State** unless I have been granted a waiver to file on paper.

➤ I am required to file my Contributions & Expenses Reports pursuant to the following schedule:

- Report No. 1: Due April 15, 2019 (period: Jan 1, 2019 – Mar. 31, 2019)
- Report No. 2: Due July 15, 2019 (period: April 1, 2019 – June 30, 2019)
- Report No. 3: Due Oct. 15, 2019 (period: July 1, 2019 – Sept. 30, 2019)
- Report No. 4: Due Jan. 15, 2020\* (period: Oct. 1, 2019 – Dec. 31, 2019)
- Annual Report: Due Jan. 15, 2020 (period: Jan. 1, 2019 – Dec. 31, 2019)

\*Report #4 suffices for the 2020 Annual Filing only if Report #'s 1, 2, 3 are previously filed for this period.

➤ I am **required to file all four (4)** Contributions & Expenses Reports as required by NRS Chapter 294A.350 **even if:**

- I withdraw my candidacy; or end my campaign without formally withdrawing
- I run for my office unopposed;
- I am defeated in either the primary or general election;
- My name is removed from the ballot by court order;
- I am elected to office;
- I do not receive any contributions or expend any funds; or
- If elected, and I am the subject of a petition to recall and the special election is not held.

➤ A violation of the reporting of contributions and expenses as required by NRS Chapter 294A is subject to a civil penalty of up to \$5,000 for each violation and payment of the State's court costs and attorney's fees incurred to enforce the filing requirements.

➤ **I MAY BE ASSESSED A MONETARY CIVIL PENALTY FOR FAILURE TO TIMELY FILE THE REPORTS REQUIRED BY NRS CHAPTER 294A. See, NRS 294A.420**

➤ **I MUST PERSONALLY SIGN EACH CONTRIBUTIONS & EXPENSES REPORT UNDER PENALTY OF PERJURY OR AN OATH UNDER GOD. See, NRS 294A.120, 294A.200, 294A.350, 294A.373**

Signature \_\_\_\_\_

**Received and Filed:**

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

\_\_\_\_\_  
Filing Officer

## REPORTING REQUIREMENTS

### WHO MUST FILE:

**Every candidate** for state, district, county, or township office must file a Contributions & Expenses Report. See, NRS 294A.120 and 294A.200

Pursuant to NRS 294A.005, "**Candidate**" means any person:

1. Who files a declaration of candidacy;
2. Who files an acceptance of candidacy;
3. Whose name appears on an official ballot at any election; or
4. Who has received contributions in excess of \$100, regardless of whether: (a) the person has filed a declaration of candidacy or acceptance of candidacy; or (b) the name of the person appears on an official ballot at any election.

### WHEN REPORTS ARE DUE: (NRS 294A.120)

**Report No. 1: Due April 15, 2019 (period: Jan. 1, 2019 – Mar. 31, 2019)**

**Report No. 2: Due July 15, 2019 (period: April 1, 2019 – June 30, 2019)**

**Report No. 3: Due Oct. 15, 2019 (period: Oct. 1, 2019 – Dec. 31, 2019)**

**Report No. 4: Due Jan. 15, 2020\* (period: Jan. 1, 2019 – Dec. 31, 2019)**

**Annual Report: Due Jan. 15, 2020 (period: Jan. 1, 2019 – Dec. 31, 2019)**

**\*Report #4 suffices for the 2020 Annual Filing only if Report #'s 1, 2, 3 are previously filed for this period.**

Pursuant to NRS 294A.420, the following is the statutorily prescribed **penalty schedule** for reports that are untimely filed:

- **If the report is filed 1-7 days late, \$25 for each day the report is late.**
- **If the report is filed 8-15 days late, \$50 for each day the report is late.**
- **If the report is filed more than 15 days late, \$100 for each day the report is late, up to a maximum of \$5,000 for each violation/report.**

### WHERE TO FILE:

All Contributions & Expenses Reports must be filed electronically with the Secretary of State unless the candidate qualifies to file a paper report by filing the Affidavit in Support of Exemption from Electronic Filing prescribed by the Secretary of State (this must be filed 15 days prior to report due date). Paper reports shall be deemed filed on the date received by the Secretary of State's office (not the date mailed). See, NRS 294A.120; 294A.200, 294A.3733

### CONTRIBUTIONS & EXPENSES DEFINED:

**"Contribution"** means a gift, loan, conveyance, deposit, payment, transfer or distribution of money or of anything of value (including In Kind contributions). The services of a volunteer are not considered a contribution. Volunteer means a person who does not receive compensation of any kind, directly or indirectly, for the services provided to a campaign. However, it is a contribution to be reported, if a person, other than a candidate, pays the compensation for the personal services that another person renders. See, NRS 294A.007

**"In Kind Contribution"** means the value of services provided in kind for which money would have otherwise been paid. Examples of "In Kind contributions" include, but are not limited to, paid polling and resulting data, paid direct mail, paid solicitation by telephone, any paid paraphernalia that was printed or otherwise produced to promote a campaign and the use of paid personnel to assist in a campaign. The donor of In Kind contributions shall furnish to the recipient a statement setting forth the actual cost of those services or the fair market value. See, NRS 294A.007(1)(b)

**"Anonymous Contribution"** means a contribution of \$100 or more from an anonymous or unidentifiable contributor. A candidate who received an "anonymous contribution" shall, within 10 days after receipt of the contribution, deliver the money to the state treasurer or donate it to a nonprofit entity. See, NRS 294A.190

**"Campaign Expenses"** mean all expenses incurred by a candidate for a campaign including, but not limited to, expenses related to an office, volunteers, travel, advertising, paid staff, consultants,

polling, special events, a legal defense fund, contributions, and “expenditures” defined in NRS 294A.0075. All monies paid out of a candidate’s campaign account must be reported accordingly. See, NRS 294A.0035

“**Expenditures**” mean those expenditures made for advertising on television, radio, billboards, posters, and in newspapers and all other expenditures made to advocate expressly the election or defeat of a clearly identified candidate or group of candidates. See, NRS 294A.0075

**NOTE: “Campaign Expenses” and “Expenditures” must be itemized by category as set forth in NRS 294A.365 and as otherwise required by Chapter 294A.**

**NOTE: “In Kind” contributions and expenses must be reported separately pursuant to NRS 294A.362. For your convenience, the Contributions & Expenses Report’s online filing system (AURORA) includes a function to itemize “In Kind” contributions and expenses separately.**

**QUESTIONS OR HELP:**

If you have any questions or need assistance in completing your report, please visit our website or contact our office at the following:

[www.nvsos.gov](http://www.nvsos.gov)

101 North Carson Street, Suite 3

Carson City, NV 89701

(775) 684-5705

[nvelect@sos.nv.gov](mailto:nvelect@sos.nv.gov)

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NRS 294A.120, 294A.190, 294A.200, 294A.350,  
294A.362, 294A.365, 294A.373, 294A.390, 294A.420

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