

POLITICAL COMMITTEE SPECIAL PRE-ELECTION REPORT OF DIRECT EXPENDITURES

FORM PAC-E

1 ACCOUNT #		2 Total pages filed:		OFFICE USE ONLY	
3 COMMITTEE NAME					
4 CAMPAIGN TREASURER NAME		MS / MRS / MR FIRST MI NICKNAME LAST SUFFIX			
5 CAMPAIGN TREASURER'S MAILING ADDRESS		MAILING ADDRESS APT / SUITE #; CITY; STATE; ZIP CODE			
DIRECT CAMPAIGN EXPENDITURES				Date Received	
				HD / PM	
				Receipt #	Amount
				Date Processed	
				Date Imaged	

EXPENDITURE CATEGORIES FOR BOX 10(a)

Advertising Expense	Gift/Awards/Memorials Expense	Salaries/Wages/Contract Labor	Loan Repayment/Reimbursement
Accounting/Banking	Legal Services	Solicitation/Fundraising Expense	Transportation Equipment & Related Expense
Consulting Expense	Food/Beverage Expense	Travel In District	Contributions/Donations Made By
Event Expense	Polling Expense	Travel Out Of District	Candidate/Officeholder/Political Committee
Fees	Printing Expense	Office Overhead/Rental Expense	OTHER (enter a category not listed above)

The Instruction Guide explains how to complete this form.

6 Date	7 Payee name					
8 Amount (\$)	9 Payee address; City; State; Zip Code					
10 PURPOSE OF EXPENDITURE	(a) Category (See expenditure categories listed above)	(b) Description (If travel outside of Texas, complete Schedule T)				
11 Complete <u>ONLY</u> if direct expenditure to benefit C/OH <table border="0" style="width: 100%;"> <tr> <td>Candidate / Officeholder name</td> <td>Office sought</td> <td>Office held</td> </tr> </table>				Candidate / Officeholder name	Office sought	Office held
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ATTACH ADDITIONAL COPIES OF THIS FORM AS NEEDED

Special pre-election reports (formerly known as telegram reports) cover the period beginning the ninth day before an election and ending at 12 noon on the day before the election.

A special pre-election report must be filed with the Ethics Commission electronically, unless otherwise exempted from electronic filing. A special pre-election report filed electronically must be received by the commission no later than midnight of the first business day after the contribution is accepted or the direct campaign expenditure is made. A special pre-election report that is exempt from the electronic filing requirement is not required to be on a form prescribed by the commission; it may be on regular stationery. A special pre-election report that is filed on paper must be received by the commission no later than 5 p.m. of the first business day after the contribution is accepted or the direct campaign expenditure is made.

Contributions and expenditures disclosed on a special pre-election report must be disclosed again on the next required report.

Direct Expenditures: A general-purpose committee that makes direct campaign expenditures supporting or opposing either a single candidate that in the aggregate exceed \$1,000 or a group of candidates that in the aggregate exceed \$15,000 during the reporting period for special pre-election reports is required to report the following:

- (1) the full name of the general-purpose committee;
- (2) the full name of the campaign treasurer;
- (3) the full name and address of the person to whom the expenditure is made (payee);
- (4) the amount of each direct campaign expenditure;
- (5) the date of each direct campaign expenditure;
- (6) the identification of the candidates or group of candidates benefiting from the direct campaign expenditure; and
- (7) a description of the goods or services for which each direct campaign expenditure was made. For expenditures made on or after July 1, 2010, you must disclose the purpose of the expenditure in two parts:

- (a) **Category:** Select a category of goods, services, or other thing of value for which an expenditure is made. Examples of acceptable categories include:

Advertising Expense
Accounting/Banking
Consulting Expense
Contributions/Donations Made By Candidate/Officeholder/Political Committee
Event Expense
Fees
Food/Beverage Expense
Gifts/Awards/Memorials Expense
Legal Services
Loan Repayment/Reimbursement
Office Overhead/Rental Expense
Polling Expense
Printing Expense
Salaries/Wages/Contract labor
Solicitation/Fundraising Expense
Transportation Equipment and Related Expense
Travel In District
Travel Out Of District
Other (Enter your own category description, if none of the listed categories apply.)

- (b) **Description:** Enter a brief statement or description of the political committee activity that is conducted by making the expenditure. The brief statement or description must include the item or service purchased and must be sufficiently specific, when considered within the context of the description of the category, to make the reason for the expenditure clear. Merely disclosing the category of goods, services, or other thing of value for which the expenditure is made does not adequately describe the purpose of an expenditure.

Reporting Travel Outside of Texas: The law requires detailed information regarding in-kind contributions and political expenditures for travel outside of Texas. This information should be reported on Schedule T and attached to this form. Schedule T can be found on the Ethics Commission's website at www.ethics.state.tx.us/whatsnew/travel_outside_Texas.html.

Political Contributions Accepted: A general-purpose committee that accepts political contributions from a person that in the aggregate exceed \$5,000 during the period covered by a special pre-election report must use Form PAC-C (Special Pre-Election Report of Contributions) to report the contributions. Form PAC-C can be found on the Ethics Commission website at www.ethics.state.tx.us/filinginfo/g&mpacfrm.htm.