



2016 Reporting Year

<input type="checkbox"/> Check here if this is an Amended Report Number:		SBE Committee ID Number:
NAME OF REFERENDUM COMMITTEE		DATE OF REFERENDUM
MAILING ADDRESS (INCLUDE NUMBER AND STREET):		
CITY, STATE AND ZIP CODE		EMAIL / DAYTIME TELEPHONE NUMBER <i>(for person preparing this report)</i>
NO ACTIVITY STATEMENT		
<input type="checkbox"/> I declare, subject to the penalties of Virginia's campaign finance law, that except for the addition of interest or dividend payments and/or subtraction of any bank service charges, no monies or other things of value have been received and no monies have been expended for this reporting cycle; any interest or dividend payments and/or subtraction of bank service charges will be reported on the appropriate schedule of the next report for any period in which other activity occurs. The balance, as indicated on Line 19 of Schedule H, for the last reporting period with activity was: <p style="text-align: center;">\$ _____</p>		
REPORT DATE [CHECK ONE SQUARE BELOW]		
<p style="text-align: center;">MAY ELECTION</p> <p>Referendum committees who will have activity pertaining to the 2016 May general elections have reports due on the following dates:</p> <p><input type="checkbox"/> APRIL 15, 2016</p> <p><input type="checkbox"/> APRIL 25, 2016</p> <p><input type="checkbox"/> JUNE 15, 2016</p> <p><input type="checkbox"/> JULY 15, 2016</p> <p><input type="checkbox"/> JANUARY 17, 2017</p>	<p style="text-align: center;">NOVEMBER ELECTION</p> <p>Referendum committees who have activity pertaining to the 2016 June Primaries and/or November general elections have reports due on the following dates:</p> <p><input type="checkbox"/> APRIL 15, 2016</p> <p><input type="checkbox"/> JUNE 6, 2016</p> <p><input type="checkbox"/> JULY 15, 2016</p> <p><input type="checkbox"/> SEPTEMBER 15, 2016</p> <p><input type="checkbox"/> OCTOBER 17, 2016</p> <p><input type="checkbox"/> OCTOBER 31, 2015</p> <p><input type="checkbox"/> DECEMBER 8, 2015</p> <p><input type="checkbox"/> JANUARY 17, 2017</p>	<p style="text-align: center;">SPECIAL REFERENDUM</p> <p>Referendum committees who will have activity in support or opposition to a referendum to be held on any day other than a May or November general election shall file reports on the following dates (filing schedules will be provided as necessary):</p> <p><input type="checkbox"/> PRE-ELECTION</p> <p><input type="checkbox"/> POST-ELECTION*</p>
STATEMENT OF TREASURER OR CUSTODIAN OF THE BOOKS		
I declare, subject to the provisions of § 24.2-1016 which is punishable up to a Class 5 Felony, that this report for the period _____ through _____, including all its accompanying schedules, is to the best of my knowledge and belief true, correct and complete.		
SIGNATURE OF TREASURER OR CUSTODIAN OF THE BOOKS		DATE

* **Final Report Requirement:** Referendum committees have six months from the date the referendum is decided to file a final report or to amend their statement of organization to become a political action committee and file on the appropriate schedule.

Instructions for Completing this Form

Cover Sheet for Referendum Committee Campaign Finance Reports

This form must be completed and attached to all reports whenever:

- any item of value is received and/or when money is spent, this form must be filed along with Schedules G and H and any other Schedules required by items reported thereon;

OR

- if nothing of value, other than interest or dividends has been received and, except for payment of bank service charges, no monies are spent during the reporting period, file this form by only checking the **“No Activity”** box. In this case, report in the space indicated, the “same balance” as that stated on line 19 of Schedule H in your last report until you file a report for any period in which other activity has occurred. In the meantime, accurate record keeping is essential.

REQUIRED INFORMATION

Amended Filing: If this filing is amending a previously filed report, please indicate here by checking the box and filling in the number of times the report has been amended (e.g. if this is the first time the report has been amended you would write 1). Only the cover sheet and the schedules affected by the amended filing are required when filing an amended report.

SBE Committee ID Number: The Committee ID# provided by the Department of Elections.

Name: List the full name of the referendum committee.

Date of Referendum: Enter the month, day and year on which the referendum will be decided.

Mailing Address: List the complete mailing address of the referendum committee (the same way it appears on the *Statement of Organization for a Candidate* form).

Email / Daytime Telephone Number: List the email and/or daytime telephone number of the person that prepared this report. If an email address is given, all subsequent communication from the State Board will be done via email.

No Activity Statement: If nothing of value, other than interest or dividends has been received and, except for payment of bank service charges, no monies were spent during the reporting period, check this box. List in the space indicated, the “ending balance” as it is stated on Line 19 of Schedule H of the last report filed.

Report Date: Indicate here by checking the due date of the report which you are filing.

Reporting Period: List the activity begin date and activity end date for which the report being filed covers.

Signature: The treasurer of the referendum committee must sign this report indicating that it is correct and complete.

Date Report Completed: Read the statement, sign and date the form.

**Where to file Campaign
Finance reports:**

- **ALL Referendum Committees** that file **electronically** must file with the State Board of Elections only. *Electronic filers must file by 11:59 pm on the report’s due date.*
- **Referendum Committees** that file paper reports: The original must be mailed and postmarked on or before the report’s due date.

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