



## ***Permissive Funds Report and Declaration of Filing Day Finances - Form 31-W***

This form is used ONLY by the campaign committees of statewide, general assembly and state board of education candidates. Campaign committees of candidates for justice or chief justice of the Supreme Court do not have to file this form. A Permissive Funds Report must be filed by any statewide, general assembly or state board of education candidate who is required to dispose of excess funds or excess aggregate contributions. A Declaration of Filing-Day Finances must be filed by any statewide, general assembly or state board of education candidate who files a declaration of candidacy or nominating petition for a state office. The Declaration of Filing-Day Finances is not necessary if the campaign committee files a Waiver of Declaration of Filing-Day Finances Form No 31-AA. (R.C. 3517.109).

Cover pages identify who filed the report and what type of report is being filed. They also summarize the detail inside the report. Do not use the cover page as a substitute for listing information on the appropriate form. For example, do not explain or describe assets on the cover page; report the item(s) on the Statement of Assets Form No. 31-X.

The office sought should be completed for all candidates. In the case of general assembly and state board of education candidates, the district should also be included.

Date blocks should be completed with eight digits. For example, February 20, 2020, would appear as 02 20 2020.

The Type of Report must be indicated. If a candidate is required to file both a Permissive Funds and a Declaration of Filing-Day Finances, both reports should be filed simultaneously under one cover page; simply indicate such by marking both report boxes.

The Amended Report 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 correction report (addendum) with an original filing.

The total of all aggregate contributions received from each contributor during the pre-filing period should be entered in line 3, Total Aggregate Contributions Received. Line 4, the Total Allowable Aggregate Contributions Received box should indicate the sum of all contributions received from each contributor during the pre-filing period that did not exceed the appropriate contribution limits outlined in R.C. 3517.102. Total Excess Aggregate Contributions equals the difference between Total Aggregate Contributions Received and Total Allowable Aggregate Contributions.

This cover page must be signed by the treasurer or deputy treasurer of the campaign committee. If a treasurer was not appointed, the candidate is the treasurer. It may be helpful to designate a deputy treasurer in the event that the treasurer is not available to sign the report at the time of a filing deadline. The candidate cannot sign the report unless he or she is the treasurer or deputy treasurer. (R.C. 3517.081, 3517.10(C),(D)).