

**PLEASE READ --Instructions for use:**

This set of worksheets may be used to prepare and submit four of the Campaign Finance Reports required by the City Code. Their use is not required. The "paper report" forms that are part of your packet may also be used.

You are responsible for the accuracy of these documents. These spreadsheets are for your convenience, double-check your work.

Fill in the campaign information requested in the **Campaign Info Worksheet**. Include any balance you may have from a previous campaign. The info will be entered in the following spreadsheets as appropriate.

There are thirteen (13) other spreadsheets in this Workbook. Three for each report. They are linked together so that once you enter dollar value information in "Initial Contributions and Expenditures" it will appear in the subsequent reports as well.

The individual sheets can be seen\selected by using the "tabs" at the bottom of the sheets. Use the left\right arrows to reveal those tabs that are probably hidden from your view. They are arranged from left to right in the order of the report due date.

Enter dates as 10/2/19 or 10/02/19. Excel will format the date automatically after you go to the next field.

Balances will be automatically carried forward from the Initial Report to the Pre-Election Report to the Post Election Report to the Subsequent Report. You will not be able to enter anything into the Balance Forward field in any of the sheets except the "Initial Contribution" sheet. Use it if you have funds from a previous campaign.

You will find that you cannot enter data into any of the "totals". These should automatically total your entries on the sheet and in the case of the summary sheets, duplicate entries from other sheets. If you need to make a change in these protected fields, something is wrong, and you should review what you are doing. If something still appears to be wrong contact the BOES.

Remember -Election Reports can be filed electronically only if they have been pre-authorized. If they are mailed they must be mailed in time to be received by the deadline, not post-marked on the deadline day. Regular mail is not a reliable means to ensure a specific delivery date. If faxed to meet the filing deadline, a paper copy must be received by 4 PM the next business day.

Complete this form first:

City of College Park

**Office Sought:** Council District 1

Enter Mayor, or Council District 1, Council District 2, Council District 3, Council District 4.

**Candidate's Name:** S.M. Fazlul Kabir

Enter your legal name (the name under which you are registered to vote)

**Candidate's Address:** 9817 53rd Avenue

Enter your street address only - **Do not enter College Park or your ZIP code.**

**Treasurer's Name:** Samir A. Kabir

**Balance Forward from Previous Campaign (If any):** \$402.73

Enter numerals only, e.g. 145.05.





# Initial Election Campaign Finance Report

City of College Park

Candidate's Name:	<b>S.M. Fazlul Kabir</b>
Office Sought:	<b>Council District 1</b>
Address:	9817 53rd Avenue

<b>Campaign Contribution and Expenditure Summary</b>	
Total Contributions:	\$602.73
Total Expenditures:	\$795.88
Cash Balance or Deficit:	<b>(\$193.15)</b>

Under the penalty of false statement provided under the City Code, I declare that I have examined this report and to the best of my knowledge and belief, it is true, correct, and complete.

Treasurer's Signature:	samir a. kabir
Treasurer's Name:	Samir A. Kabir
Candidate's Signature:	fazlul kabir
Candidate's Name:	S.M. Fazlul Kabir
Date of Report:	Wednesday, October 16, 2019

Must be submitted between 8 AM, Tuesday, October 1, and 4 PM on Wednesday, October 16, 2019

If submitted by email send to: [CampaignFinance@collegetparkmd.gov](mailto:CampaignFinance@collegetparkmd.gov)

For Office Use Only

Received by City Clerk's Office:	
Date/Time:	
Received by Board of Election Supervisors:	
Date:	
Approved by Board of Election Supervisors:	
Date:	





# Pre-Election Campaign Finance Report

City of College Park

Candidate's Name:	<b>S.M. Fazlul Kabir</b>
Office Sought:	<b>Council District 1</b>
Address:	9817 53rd Avenue

Campaign Contribution and Expenditure Summary	
Total Contributions:	\$602.73
Total Expenditures:	\$906.98
Cash Balance or Deficit:	<b>(\$304.25)</b>

Under the penalty of false statement provided under the City Code, I declare that I have examined this report and to the best of my knowledge and belief, it is true, correct, and complete.

Treasurer's Signature:	samir a. kabir
Treasurer's Name:	Samir A. Kabir
Candidate's Signature:	s.m.fazlul kabir
Candidate's Name:	S.M. Fazlul Kabir
Date of Report:	Sunday, October 27, 2019

Must be submitted no earlier than 8:00 AM October 27 and no later than 4:00 PM October 28,2019.

If submitted by email send to: [CampaignFinance@collegetparkmd.gov](mailto:CampaignFinance@collegetparkmd.gov)

For Office Use Only

Received by City Clerk's Office:	
Date/Time:	
Received by Board of Election Supervisors:	
Date:	
Approved by Board of Election Supervisors:	
Date:	







# Post-Election Campaign Finance Report

City of College Park

Candidate's Name:	<b>S.M. Fazlul Kabir</b>
Office Sought:	<b>Council District 1</b>
Address:	9817 53rd Avenue

<b>Campaign Contribution and Expenditure Summary</b>	
Total Contributions:	\$602.73
Total Expenditures:	\$1,006.98
Cash Balance or Deficit:	(\$404.25)

Under the penalty of false statement provided under the City Code, I declare that I have examined this report and to the best of my knowledge and belief, it is true, correct, and complete.

Treasurer's Signature:	samir a. kabir
Treasurer's Name:	Samir A. Kabir
Candidate's Signature:	s.m.fazlul kabir
Candidate's Name:	S.M. Fazlul Kabir
Date of Report:	Monday, November 18, 2019

Must be submitted between 8 AM, Wednesday, November 6, and 4:00 PM on Tuesday, November 19, 2019.

If submitted by email send to: [CampaignFinance@collegetparkmd.gov](mailto:CampaignFinance@collegetparkmd.gov)

For Office Use Only

Received by City Clerk's Office:	
Date/Time:	

Received by Board of Election Supervisors:	
Date:	

Approved by Board of Election Supervisors:	
Date:	

**The Cash Balance above is not \$0.00. A report will be due annually on July 1st until the balance is \$0.00**





## Subsequent Campaign Finance Report

City of College Park

Candidate's Name:	<b>S.M. Fazlul Kabir</b>
Office Sought:	<b>Council District 1</b>
Address:	9817 53rd Avenue

<b>Campaign Contribution and Expenditure Summary</b>	
Total Contributions:	\$602.73
Total Expenditures:	\$1,006.98
Cash Balance or Deficit:	<b>(\$404.25)</b>

Under the penalty of false statement provided under the City Code, I declare that I have examined this report and to the best of my knowledge and belief, it is true, correct, and complete.

Treasurer's Signature:	<b>SAMIR A. KABIR</b>
Treasurer's Name:	Samir A. Kabir
Candidate's Signature:	<b>S. M. FAZLUL KABIR</b>
Candidate's Name:	S.M. Fazlul Kabir
Date of Report:	Wednesday, July 1, 2020

Must be submitted between 8 AM and 4:00 PM on Wednesday July 1, 2020.

If submitted by email send to: [CampaignFinance@collegetparkmd.gov](mailto:CampaignFinance@collegetparkmd.gov)

For Office Use Only

Received by City Clerk's Office:

Date/Time:

Received by Board of Election Supervisors:

Date:

Approved by Board of Election Supervisors:

Date:

**The Cash Balance above is not \$0.00. A report will be due annually on July 1st until the balance is \$0.00**