

# 48-HOUR NOTICE OF CONTRIBUTIONS/LOANS RECEIVED

(See Reverse Side for Instructions)

To be used to report all contributions (including loans) of \$1000 or more, received within 20 days of the election.

1. NAME OF COMMITTEE IN FULL				
ADDRESS (number and street)				
CITY		STATE	ZIP CODE	
2. NAME OF CANDIDATE		3. OFFICE SOUGHT (State and District)		4. FEC IDENTIFICATION NUMBER
5. IS THIS AN AMENDMENT? <input type="checkbox"/> NO, THIS IS A NEW FILING <input type="checkbox"/> YES, IT AMENDS THE NOTICE FILED ON ____ / ____ / ____				
A. FULL NAME		Name of Employer		Date (month, day, year)
MAILING ADDRESS				Amount
CITY	STATE	ZIP CODE	Occupation	
B. FULL NAME		Name of Employer		Date (month, day, year)
MAILING ADDRESS				Amount
CITY	STATE	ZIP CODE	Occupation	
C. FULL NAME		Name of Employer		Date (month, day, year)
MAILING ADDRESS				Amount
CITY	STATE	ZIP CODE	Occupation	
D. FULL NAME		Name of Employer		Date (month, day, year)
MAILING ADDRESS				Amount
CITY	STATE	ZIP CODE	Occupation	
E. FULL NAME		Name of Employer		Date (month, day, year)
MAILING ADDRESS				Amount
CITY	STATE	ZIP CODE	Occupation	
SIGNATURE (optional)			DATE	For further information contact: Federal Election Commission 999 E Street, NW, Washington, DC 20463 Toll Free 800-424-9530, Local 202-694-1100

--	--	--

Any information copied from reports and statements filed under the Federal Election Campaign Act may not be sold or used by any person for the purpose of soliciting contributions or for commercial purposes other than using the name and address of any political committee to solicit contributions from such committee.

**FEC FORM 6**  
(Revised 03/2016)

# INSTRUCTIONS FOR PREPARING FEC FORM 6

Principal campaign committees must file 48-hour notices of contributions of \$1,000 or more received after the 20th day, but more than 48 hours, before 12:01 a.m. of the day of any election in which the candidate participates.

Committees may disclose these contributions on FEC Form 6 or in a letter containing the same information.

The 48-hour notice requirement applies to all types of elections—primary, convention, general, runoff, special—and even when a candidate is unopposed in an election.

This requirement applies to all contributions of \$1,000 or more, including:

- Monetary and in-kind contributions;
- Guarantees and endorsements of bank loans;
- Loans (other than bank loans);
- Advances;
- Contributions, personal loans, endorsements of bank loans and advances made by the candidate; and
- Candidate draws on personal credit cards.

The 48-hour notice requirement does not apply to contributions that have been previously disclosed on reports filed by the committee.

## What to Report

Fill in the information requested in the spaces provided. Include the name and address of the committee, name of the candidate, the office sought by the candidate and your committee's FEC identification number. For each contribution of \$1,000 or more, provide the following information for each contributor:

- Full name (including first name, middle name or initial, if available, and last name);
- Mailing address;
- Occupation and name of employer;
- Date of receipt; and
- Amount of contribution.

In the case of contributions from any other person (including contributions from political committees), provide the contributor's full name and address, the date of receipt and the amount of the contribution.

The contributions and loans must be itemized a second time in the first report filed after the election.

## Filing on Time

FEC Form 6 must be received by the federal and state filing office within 48 hours after a campaign's receipt of any contribution of \$1,000 or more received after the 20th day, but more than 48 hours before, the date of any election in which the candidate participates. A postmark date is not significant for purposes of filing on time.

## Where to File

Senate candidate committees file with the Secretary of the Senate.

**Secretary of the Senate**  
**Office of Public Records**  
**232 Hart Senate Office Building**  
**Washington, DC 20510-7116**

**Fax number for Secretary of the Senate:**  
**(202) 224-1851.**

Committees must simultaneously file a copy of each FEC Form 6 with the Secretary of State (or appropriate state officer) in the state in which the candidate seeks election.

All other candidate committees file with the FEC.

**Federal Election Commission**  
**999 E Street, NW**  
**Washington, DC 20463**

**Fax number for FEC: (202) 219-0174**

Presidential candidate committees must simultaneously file copies with the Secretary of State (or appropriate state officer) in each state in which the committee makes expenditures.