

**CAMPAIGN REPORT DISCREPANCIES  
REPLY REQUIRED**

TO: Treasurer David B Singletary  
Committee Committee to Elect David Singletary  
Address 7890 Misty Mountain Rd  
Germanton, NC 27019

FROM: Campaign Reporting Office  
Forsyth County Board of Elections  
201 N. Chestnut Street  
Winston-Salem, North Carolina 27101

**COPY**

DATE: December 23, 2014

AUDITED REPORT: 2014 3<sup>rd</sup> Quarter & Final Reports

A recent audit of the committee's reports identified one or more discrepancies that require an amendment or other action by the committee. This is your 1<sup>st</sup> notice. You must respond within        days of receipt of this notice.

Failure to respond will result in Certification of Noncompliance to the State Board of Elections, which could lead to a referral to the appropriate district attorney. In order to comply with the required information, the forms to amend are provided for completion. Amend only the forms required.

**COPY**

- ☐ Addresses were either missing or incomplete. Contributions received without the contributor's complete name and mailing address that remain incomplete for forty-five (45) days are considered anonymous and must be paid over to the State Board of Elections for deposit to the general fund of the State. All disbursements must be listed by name and complete mailing address of the payee.
- ☐ Joint contributions, which are prohibited, were listed on the Report of Contributions. You must determine the individual amount of contributions for each contributor.
- ☐ One or more dates were missing from the report(s). A date is required for each transaction.
- ☐ The depository information was not listed on the Political Committee Disclosure Report.
- ☐ Details were not provided for the sums listed on the Detailed Summary Page.
- ☐ The ending balance is negative. The Committee cannot operate on a negative balance.
- ☐ Some of the occupation information was incomplete or incorrect on the Itemized Receipts page(s).

- ☐ A contribution from a business entity/non-registered committee was listed. You must forfeit the value of the prohibited contribution. Forfeitures should be made payable to the State Board of Elections with "NC Civil Penalty & Forfeiture Fund" written on the memo line of the check. Forfeitures should be mailed to the Campaign Finance Office, State Board of Elections, PO Box 27255, Raleigh, NC 27611-7255.
- ☐ One or more expenditures are missing a detailed purpose on the Itemized Disbursements page.
- ☐ We are in receipt of a Final Report, but are unable to close the Committee because there is a remaining balance of \$ \_\_\_\_\_.
- ☐ No matching "In Kind" entry. "InKind" contributions must be disclosed in the Itemized Receipts and Disbursements pages. You will also need to amend your "Detailed Summary Page" to reflect these changes.
- ☐ Contributions from the following contributors exceed the \$5,000 per election limit:

\_\_\_\_\_ on \_\_\_\_\_  
 \_\_\_\_\_ on \_\_\_\_\_

If the contributor is the candidate or his or her spouse please advise this office in writing. If the contributor is not the candidate or his or her spouse, then the contribution amount in excess of \$5,000 must be forfeited. Forfeitures should be made payable to the State Board of Elections with "NC Civil Penalty & Forfeiture Fund" written on the memo line of the check. Forfeitures should be mailed to the Campaign Finance Office, State Board of Elections, PO Box 27255, Raleigh, NC 27611-7255.

- ☐ OTHER:  
 Please disburse the remaining funds accordingly and complete the enclosed forms in order to close your committee.

Ending balance on 3<sup>rd</sup> Quarter Report shows \$7.46; however, your Final Report shows a period begin balance of \$0.00. Please report the \$7.46 on CRO-1320 as indicated on CRO-1215 and complete an amended Disclosure Report Cover and Detailed Summary to reflect this amount expended.

Please send your reply to : Campaign Reporting Office  
 Forsyth County Board of Elections  
 201 N. Chestnut Street  
 Winston-Salem, NC 27101

If you have any questions please refer to the Campaign Reporting section on the SBOE website, [www.sboe.state.nc.us](http://www.sboe.state.nc.us), or call (919)733-7173.

FOR THE CAMPAIGN REPORTING OFFICE

\_\_\_\_\_  
 Campaign Reporting Staff Member