Contributions to be Reimbursed [CRO-1215]

Form Description

Use this form to report in-kind contributions of $1,000 or less where there was an agreement between the committee and the contributor that they would be reimbursed for the money spent on the committee’s behalf. These in-kind contributions may not exceed $1,000, the committee must be notified with 45 days that money was spent on the committee’s behalf, and the refund/reimbursement to the contributor must be made within 7 days (of the notification).

The reimbursement must also be disclosed on the Refunds/Reimbursements from the Committee form (CRO-1320).

Check the “Yes” box at the top of the page if this is an amendment.

Line-by-Line Instructions

LINE 1. Provide the full name of the committee.
LINE 2. Provide the ID number for the committee.
LINE 3. **Contributor Information** – The two checkboxes (“Add” and “Remove”) are only used in amendments when a contribution to be reimbursed entry must be added to or removed from a previous report.
   - Provide the full name and mailing address (including city, state and zip code) of the payee (the original vendor).
   - Provide the full name and mailing address (including city, state and zip code) of the person being reimbursed (person to whom the committee check was written).
   - Provide a description of the in-kind contribution (what was purchased on behalf of the committee).
   - Provide the date the in-kind contribution was received by the committee.
   - Indicate if a credit card was used for this transaction. (Y for Yes and N for No)
   - Provide the amount for the in-kind contribution.
LINE 4. Provide the total for the current page.
LINE 5. Provide the total of all CRO-1215 pages.