

State of West Virginia Campaign Financial Statement (Long Form) in Relation to 2004 Election Year

For political committees, list the current election year. For candidates, list the current campaign or the year of an open past campaign.
Supply all information requested. It is required by WV Code §3-8-5a.

WOOD COUNTY DEMOCRAT EXECUTIVE COMMITTEE		MARY LEE ARMENTROUT	
Candidate or Committee Name		Candidate Committee's Treasurer	
Political Party (for candidates)		5 FAIRVIEW HEIGHTS	
Office Sought (for candidates)		Treasurer's Mailing Address (Street, Route or P.O. Box)	
District/Division		PARLERSBURG, WV 26101 (304) 428-3467	
		City, State, Zip Code Daytime Phone #	

Reporting Period (check one)

- | | | | |
|--|--|---|---|
| <input type="checkbox"/> Annual Report _____ Calendar Year
(Due last Saturday in March or within 6 days thereafter. This report filed for old campaigns or year following most recent election) | <input type="checkbox"/> First Primary
(Due last Saturday in March or within 6 days thereafter. This is the first report for current election year reporting) | <input type="checkbox"/> Pre-primary Report
(Due 10 to 17 days before primary election) | <input checked="" type="checkbox"/> Post-primary Report
(Due 25 to 31 days after primary election) |
| <input type="checkbox"/> First General Report
(Due first Saturday in September or within 6 days thereafter) | <input type="checkbox"/> Pre-general Report
(Due 10 to 17 days before general or special election) | <input type="checkbox"/> Post-general Report
(Due 25 to 31 days after general or special election) | <input type="checkbox"/> Final Report
(Zero balance required. PAC must also file Form F-6 Dissolution) |
- *post general may also be final report if "0" balance*
- Amended Report (check if applicable)
You must also check box of appropriate reporting period

REPORT TOTALS

Fill in totals after you complete pages for contributions, fundraisers, other income, in-kind contributions, loans, expenditures, unpaid bills.

CONTRIBUTIONS OF MONEY

Totals for this Period

1. Contributions - Schedule 1A	50 ⁰⁰
2. Fund-raising Events - Schedule 2A	4,233 ⁰⁰
3. TOTAL CONTRIBUTIONS (Add lines 1 and 2)	4,283⁰⁰
4. Other Income - Schedule 3A	0
5. Loans received - Schedule 1B	0
6. TOTAL OTHER INCOME (Add lines 4 and 5)	0
7. In-kind (non-cash) contributions - Schedule 4A	0

CASH BALANCE SUMMARY

A. Beginning Balance (ending balance from previous report)	6,700.69
B. Total Receipts (Add lines 3 & 6)	4,283 ⁰⁰
C. Subtotal (Add lines A & B)	10,983.69
D. Total Expenditures (Line 10)	5,108.05
E. Ending Balance (Subtract line D from line C)	5,875.64

*Cannot be negative balance

EXPENDITURES

8. Itemized Expenditures - Schedule 2B	5,108.05
9. Loan Repayment - Schedule 1B	0
10. TOTAL EXPENDITURES (Add lines 8 and 9)	5,108.05

TOTAL RECEIPTS

ELECTION YEAR-TO-DATE
(Add line B from all reports)

8008⁰⁰

OUTSTANDING LOANS/DEBTS

11. Unpaid Bills - Schedule 3B	0
12. Outstanding Loans - Schedule 1B	0
13. TOTAL DEBTS (Add lines 11 and 12)	0

TOTAL EXPENDITURES
ELECTION YEAR-TO-DATE
(Add line D from all reports)

5,326.05

SCHEDULE 1A

**CONTRIBUTIONS
OVER \$250.00**

(For information about contributions, see General Instructions, Page 3.)

DATE	INDIVIDUAL CONTRIBUTOR OR COMMITTEE'S NAME <i>By law, you must report an individual contributor's occupation and business affiliation. For a committee, you must report the affiliation (the group, association, corporation, or union with which it is connected.)</i>	AMOUNT
	Full Name: Address: Contributor's job: (Individual contributor only) Where contributor works: (Individual contributor only) Affiliation: (political committee only)	
	Full Name: Address: Contributor's job: (Individual contributor only) Where contributor works: (Individual contributor only) Affiliation: (political committee only)	
	Full Name: Address: Contributor's job: (Individual contributor only) Where contributor works: (Individual contributor only) Affiliation: (political committee only)	
	Full Name: Address: Contributor's job: (Individual contributor only) Where contributor works: (Individual contributor only) Affiliation: (political committee only)	
	Full Name: Address: Contributor's job: (Individual contributor only) Where contributor works: (Individual contributor only) Affiliation: (political committee only)	
	Full Name: Address: Contributor's job: (Individual contributor only) Where contributor works: (Individual contributor only) Affiliation: (political committee only)	

**MAKE AS MANY COPIES
OF THIS PAGE AS YOU NEED**

Subtotal contributions of more than \$250.00

NONE

Subtotal contributions of \$250.00 or less

50

(Enter Total on Page 1, line 1)

Total

\$ 50

SCHEDULE 2A

FUND-RAISING EVENTS

EVENT SUMMARY

Date of Event May 1, 2004 Type of Event ROOSEVELT TRUMAN DINNER
 Name of Place Held FRATERNAL ORDER OF EAGLES #2307
 Address of Place Held 627 LUBECK AVE, PARKERSBURG, WV 26101
 Total Receipts *7550⁰⁰ Total Expenditures 3974.84
 NET RECEIPTS (Subtract total expenditures from total receipts) \$ 3625.16

* RPT DTD 4/30/04 \$3725 THIS RPT 3825 = 7550⁰⁰

WARNING: ALL monies received by fundraisers must be reported under Schedule 2A, regardless of the type of fundraiser. If contributors and amounts are not listed, WV Code §3-8-5a requires that the money be turned over to the West Virginia General Revenue Fund. The only exception to this is detailed in West Virginia Code §3-8-5a and applies only to political party committees. (For additional information, see General Instructions, Page 4.)

\$250.00 OR LESS

OVER \$250.00

Date	Full Name	Amount	Date	Full Name	Amount
5/1/04	ROOSEVELT TRUMAN DINNER SEE ATTACHMENT	2975 ⁰⁰		Full Name: HAROLD'S REFUSE REMOVAL Address: 900 BROADWAY AVE PARKERSBURG, WV 26101 Contributor's job: (Individual only)	
				Where works: (Individual only)	
				Affiliation: (Political committee only)	300 ⁰⁰
				Full Name: PERSHORE AREA LABOR COUNCIL Address: 1406 1/2 13TH ST PARKERSBURG, WV 26101 Contributor's job: (Individual only)	
				Where works: (Individual only)	
				Affiliation: (Political committee only)	250 ⁰⁰
				Full name: WV FED OF TEACHERS Address: COMMITTEE ON POLITICAL ED 1010 LEWIS ST, CHAS, WV Contributor's job: (Individual only) 25301	
				Where works: (Individual only)	
				Affiliation: (Political committee only)	350
				Full name: Address:	
				Contributor's job: (Individual only)	
				Where works: (Individual only)	
				Affiliation: (Political committee only)	
				Full Name: Address:	
				Contributor's job: (Individual only)	
				Where works: (Individual only)	
				Affiliation: (Political committee only)	
Subtotal contributions of less than \$250.00			Subtotal contributions of more than \$250.00		900 ⁰⁰
			Subtotal contributions of \$250.00 or less		2925 ⁰⁰
			(Enter Total on Page 1, Line 2) TOTAL		3825 ⁰⁰

MAKE COPIES OF THIS PAGE TO LIST ADDITIONAL CONTRIBUTIONS. ATTACH ADDITIONAL PAGES TO REPORT.

MAY 1, 2004

2004	ROOSEVELT/TRUMAN DINNER	
DATE REC	FULL NAME	\$
4/30	JUDY BONSER	50
	SANDY COWAN	50
	MARCIE ANKROM	50
	KRISTY FOX	50
	BILL COWAN	50
	DORSEY CHEUVRONT	25
	LORETTA HIBBS	25
	LEES FOR GOVERNOR	25
	FRANCIS J MARION	25
	CAROL SAMS	25
	JOSEPH ALBRIGHT	50
	LARRIE BAILEY	50
	JUNA CUTLIP	50
	LUTHER GODBEY	50
	TRAVANCE GOLDEN III	50
	DONALD GRIFFITH	50
	JK RIGER	50
	LYNFORD C LOVELL	50
	JAMES E RITCHEA	50
	DEMILLION ROBY	50
	CAROL SAMS	50
	JACKIE A SCOTT	50
	JIM STATLER	50
	KIMBERLY A WILSON	50
	VIRGINIA T WYTKO	50
	BETTY D RICE	75
	FRIENDS OF J D BEANE DAA	200
	ELIZABETH DESOUZA TPC	25

2004		
DATE REC	FULL NAME	\$
4/30	EMPLOYMENT LAW CENTER	50
	EBEL EDUCATIONAL COMM	200
	DAN A MARSHALL	50
	JUDGE ROWE for SUP COURT	100
	SOUTH PARKERSBURG REALTY	75
	SOUTH PARKERSBURG REALTY	25
	SOUTH PARKERSBURG REALTY	100
5/1	ED AND LINDA STAATS	50
	BOB AND SARAH GOFF	50
	MIKE OLIVERIO	100
	BRIAN M KASTICK	175
	STEPHAN E HAID	100
	KATHERINE MCGLYNN	25
	WILLIAM AMBROSE	25
	FRIENDS OF J D BEANE	25
	ELDRED MORRIS	25
	JOYCE PURKEY	25
	JANE M SCOTT	25
	NATALIE E TENNANT	25
	BRENDA BRUM	50
	DR WAYNE P DUNN	50
	ROBERT W FRIEND	50
	WARREN R MCGRAW	50
	EDWARD H STAATS III	50
	TOTAL UNDER \$250	\$925

PAGE 4A

SCHEDULE 2A

FUND-RAISING EVENTS

EVENT SUMMARY

Date of Event <u>May 1, 2004</u>	Type of Event <u>50/50 DRAWING</u>
Name of Place Held <u>Roosevelt Truman Room at FOE #2307</u>	
Address of Place Held <u>627 LUBECK AVE, PARKERSBURG, WV 26101</u>	
Total Receipts <u>408⁰⁰</u>	Total Expenditures <u>204⁰⁰</u>
NET RECEIPTS (Subtract total expenditures from total receipts) <u>\$ 204⁰⁰</u>	

WARNING: ALL monies received by fundraisers must be reported under Schedule 2A, regardless of the type of fundraiser. If contributors and amounts are not listed, WV Code §3-8-5a requires that the money be turned over to the West Virginia General Revenue Fund. The only exception to this is detailed in West Virginia Code §3-8-5a and applies only to political party committees. (For additional information, see General Instructions, Page 4.)

\$250.00 OR LESS

OVER \$250.00

Date	Full Name	Amount	Date	Full Name: Address: Contributor's job: (Individual only) Where works: (Individual only) Affiliation: (Political committee only)	Amount
	<i>CHANCES SOLD AT</i>				
	<i>1 for \$1⁰⁰ or 6 for \$5⁰⁰</i>	<i>408⁰⁰</i>			
Subtotal contributions of less than \$250.00			Subtotal contributions of more than \$250.00		<i>0</i>
			Subtotal contributions of \$250.00 or less		<i>408⁰⁰</i>
			TOTAL		<i>408⁰⁰</i>

MAKE COPIES OF THIS PAGE TO LIST ADDITIONAL CONTRIBUTIONS. ATTACH ADDITIONAL PAGES TO REPORT.

SCHEDULE 3A

OTHER INCOME: INTEREST, REFUNDS, MISCELLANEOUS RECEIPTS
 (For information, see General Instructions, Page 4.)

Date	Source of Income	Type of Receipt	Amount
(Enter Total on Page 1, line 4)			Total
			<i>NONE</i>

SCHEDULE 4A

IN-KIND CONTRIBUTIONS

(For information, see General Instructions, Page 4.)

Date	Full name, address, occupation and place where works (if total contributions by individual or committee are more than \$250.00)	Description of contribution	Value (amount)
(Enter Total on Page 1, line 7)			Total
			<i>NONE</i>

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SCHEDULE 1B

LOANS

West Virginia Code: §3-8-5f. Loans to candidates, organizations or persons for election purposes.

"Every candidate, financial agent, person or association of persons or organization advocating or opposing the nomination or election of any candidate or the passage or defeat of any issue or item to be voted upon may not receive any money or any other thing of value toward election expenses except from the candidate, his or her spouse or a lending institution. All loans shall be evidenced by a written agreement executed by the lender, whether the candidate, his or her spouse, or the lending institution. Such agreement shall state the date and amount of the loan, the terms, including interest and repayment schedule, and a description of the collateral, if any, and the full names and addresses of all parties to the agreement. A copy of the agreement shall be filed with the financial statement next required after the loan is executed."

The loan agreement **must** include all items asked for in the statute. (See above.) The loan agreement does not have to follow a certain format; generally, if all the required information is listed, any format is acceptable.

Candidates or political committees that take out a loan for the campaign through a bank or other commercial lending institution must include a copy of the loan agreement executed with that bank or institution. Candidates should not take out loans which are partially for personal use and partially for the campaign. It is almost impossible to keep reporting straight in this case.

Any money a candidate contributes to his or her campaign committee with the hope of repayment must be treated as a loan and reported in this section. When a candidate determines that no further repayment can be expected, the loan can be reported as repaid in this section by entering the amount left to repay in the repayments column and reporting the same amount as a contribution from the candidate in Schedule 1A. **These loans must be executed in writing. Caution: Candidates may not carry outstanding loans from one campaign to the next. Each campaign is separate. Funds from a current campaign cannot be used to repay a loan from a previous campaign.**

How to report loans

1. Each loan for your campaign should be listed on a separate line. (Each time you loan money to the campaign or get a loan, it is considered to be a separate loan.) Include the following information on the form below:
 - a. loan(s) from prior reporting periods and the balance of each loan (Col. A.) If a payment was made on the loan, list that in Col. C. **Any loan that was repaid in previous reporting periods does not have to be listed.**
 - b. new loans, the amount (Col. B), any repayments (Col. C), and the balance (Col. D.)
2. Add the amounts of all new loans (Col. B total) and carry that number to the Report Summary, Page 1, Col. A, line 5.
3. Add the amounts of all repayments (Col. C total) and carry the total to the Report Summary, Page 1, Col. A, line 9.
4. Add amounts of outstanding loans (Col. D total) and carry the total to the Report Summary, Page 1, Col. A, line 16.
5. **Attach a copy of the loan agreement for each loan received during the reporting period.**

SCHEDULE 1B

LOANS

(A copy of the loan agreement for each loan secured during this filing period must accompany this report)

Bank Loans: List name & address of financial institution Candidate or Candidate's Spouse Loans: List name, residence and mailing address of person(s) making or cosigning loan	Column A	Column B		Column C		Column D
	Balance of previous loan at end of period	Amount of new loan received during period		Repayments during period		Balance outstanding at end of period
	Amount	Date	Amount	Date	Amount	Amount
1.						
2.						
3.						
4.						
5.						

(Enter Totals on Report Summary, Page 1.)

Totals

		NONE
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SCHEDULE 2B

ITEMIZED EXPENDITURES

(For information on Expenditures, see General Instructions, Page 5.)

Date	Full name, residence address (if a person) or business address (if a firm)	Purpose	Amount expenditure
7/24/04	PARKERSBURG NEWS & SENTINEL 519 JULIANA STREET PARKERSBURG, WV 26101	NEWSPAPER AD	135.77
* 5/01/04	FRATERNAL ORDER OF EAGLES #2307 627 LUBECK AVENUE PARKERSBURG WV 26101	ROOSEVELT/ TRUMAN DINNER	3,665 ⁰⁰
* 5/01/04	CHARLOTTE MOORE FOE #2307	ROOSEVELT/ TRUMAN DINNER	25 ⁰⁰
* 5/13/04	JEAN GRAPES 523 PINE STREET PARKERSBURG, WV 26101	ROOSEVELT/ TRUMAN DINNER	100 ⁰⁰
* 5/13/04	JANE BURDETTE 2500 BROOKLYN DRIVE PARKERSBURG, WV 26101	ROOSEVELT/ TRUMAN DINNER	128.11
* 5/13/04	KATHRYN DROST 49 SOUTH HILLS PLACE PARKERSBURG, WV 26101	ROOSEVELT/ TRUMAN DINNER	56.73
5/13/04	LEA JONES 914 LOWER GLENCOVE ROAD SPARKS, MD 21152	RALLY ENTERTAINMENT	200 ⁰⁰
6/4/04	HOMECOMING 2004 PO BOX 416 PARKERSBURG, WV 26101	RENT TABLE SPACE	260 ⁰⁰
6/7/04	NAPOLI'S 2515 WASHINGTON BLVD BELPRE, OHIO 45714	PIZZA FOR POLICE WORKERS	333.44
5/01/04	50/50 DRAWING		204 ⁰⁰
*	See attached for detail		

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(Enter Total on Page 1, line 8)

Total

5,108.05

May 1, 2004
 Expenditures for Roosevelt Truman Dinner

Catering Cost	3565		
Room Rent	200		
Cook	<u>25</u>		
		3,790 ⁰⁰	
Weights	4.24		
Ballon	21.20		
Cups	31.80		
Paper	18.67		
Lettuces	6.23		
Budget, Labels, Paper	26.24		
Flags, Copy Paper Envs.	<u>19.71</u>		
		128.11	
Paint for folders	10.58		
Foamboard	4.18		
Postage	19.61		
Postage	17.71		
Postage	<u>4.65</u>		
		<u>56.73</u>	
Total Expenditures			<u><u>\$ 3,974.84</u></u>

Mary Lee Armentrout
5 Fairview Heights
Parkersburg, WV 26101
June 11, 2004

Mr. Joe Manchin III
Secretary of State
State Capitol, Bldg. 1, Room 157-K
1900 Kanawha Boulevard East
Charleston, WV 25305-0770

Dear Secretary Manchin:

Enclosed is the Post-primary Financial Report for the Wood County Democrat Executive Committee. I appreciate the help that Kim and Cindy have given me as I strive to learn all the rules related to the financial reporting by Executive Committee's. I am, however, asking for some clarification on a couple points.


1. On fund raisers such as dinners where the amount reported as "contributions" is the full amount but where there is a cost involved, such as the cost of the meal, what amount does the contributor use in determining if they have reached the \$250 permitted. Example, at our recent Roosevelt/Truman Dinner we charged \$25 per person, the meal had a cost of about half that amount. For those persons who are active and take part in activities throughout the year and thus must keep track of the amount they contribute, do they show in their records the full \$25 or the difference between the value of the meal and the \$25?

2. In those instances when someone pays by personal check for purchases such as tickets for a dinner for a person or persons who reimburses them, do they have to show the full amount of their check as a contribution. Example, a friend says, "Please pick up two tickets for me and I will pay you for them", does the person who got the tickets for those friends and wrote their personal check for those tickets count that toward their annual contributions or do they just count what they themselves have spent as long as they have proof of the transaction?

3. It is my understanding that as an Executive Committee, if we have additional fund raisers during the year, and no one contributes \$250 or more, we can report the income without the detail by person up until we have raised \$5,000. I do understand that we must provide the total income and total expenses.

4. As the enclosed report is reviewed, I would appreciate feedback if I am giving too much detail, not enough detail, or not preparing these reports appropriately.

Again, please let Kim and Cindy know that I appreciate their help.

Most sincerely,

Mary Lee Armentrout, Treasurer

Conventant
5 Fawcett Heights
Martinsburg, WV
26101

Mr Joe Marshall III
Secretary of State
State Capitol, Building 1, Room 157-K
1900 Fawcett Boulevard West
Martinsburg, WV 25305-0770

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