

# State of West Virginia

## Campaign Financial Statement for Elections in 2002-2003

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.*

<i>Jefferson County Democrats Assoc</i> Candidate or Committee Name		<i>Howard Stafford Leach Koonce</i> Candidate or Committee's Treasurer	
<i>Democrats</i> Political Party (for candidates)		<i>PO Box 45</i> Treasurer's Mailing Address (Street, Route or P.O. Box)	
Office Sought (for candidates)	District/Division	<i>Nailtown, West Virginia 25423</i> City, State, Zip Code	<i>301/725-5609</i> Daytime Phone #

### Reporting Period (check one)

- ☐ **First Primary or Annual Report**  
 (Due last Saturday in March or within 15 days thereafter)

☐ **Pre-primary Report**  
 (Due 7 to 10 days before primary election)

☐ **Post-primary Report**  
 (Due 25 to 30 days after primary election)

☐ **First General Report**  
 (Due last Saturday in September or within 15 days thereafter preceding general election)

☐ **Pre-general Report**  
 (Due 7 to 10 days before general or special election)

☐ **Post-general Report**  
 (Due 25 to 30 days after general or special election)
- ☒ **Final Report** (Campaign fund has zero balance, and no loans or outstanding bills. Political Action Committees must also file a Statement of Dissolution (Form F-6) with this report.)

### REPORT SUMMARY

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

CONTRIBUTIONS OF MONEY	Column A Total for this reporting period	Column B: Election Cycle-to-Date Add Col. A to last report's Col. B
1. Contributions - Schedule 1A	\$880.00	
2. Fund-raising Events - Schedule 2A	\$3609.50	
3. TOTAL CONTRIBUTIONS (Add lines 1 and 2)	\$4489.50	
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	\$4489.50	

### EXPENDITURES

8. Itemized Expenditures - Schedule 2B	\$1,122.10	
9. Loan Repayment - Schedule 1B	0	
10. TOTAL EXPENDITURES (Add lines 8 and 9)	\$1,122.10	

### CASH BALANCE SUMMARY

11. Beginning Balance (From previous report) (year)	6057.51	16. Outstanding Loans - 1B	0
12. Total Receipts (Add lines 3 and 6, Column A)	\$4489.60	17. Unpaid Bills 3B	0
13. Subtotal (Add lines 11 and 12, Column A)	\$10547.01	18. Total Debts (Add lines 16 and 17)	0
14. Total Expenditures (Line 10, Column A)	\$5,122.10		
15. Ending Balance (Subtract line 14 from line 13)	5424.91		

Note: The ending balance can't be a negative number. If you have a question about this, see General Instructions, Page 6 under Cash Balance Summary. The ending balance will be the beginning balance on your next report.

Reports prior to my term are missing for 2001-2002. I only know the bank balance from that time.  
 \$6,057.51

## SCHEDULE 1A

## CONTRIBUTIONS

\$250.00 OR LESS

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

DATE	CONTRIBUTOR'S FULL NAME OR COMMITTEE'S NAME	AMOUNT
4/14/02	6 Dues @ \$10. <sup>00</sup>	\$60. <sup>00</sup>
5/25/02	10 Dues @ \$10. <sup>00</sup>	\$100. <sup>00</sup>
10/18/02	3 Dues @ \$10. <sup>00</sup>	\$30. <sup>00</sup>
10/24/02	1 Dues @ \$10. <sup>00</sup>	\$10. <sup>00</sup>
2/28/03	1 Dues @ \$10. <sup>00</sup>	\$10. <sup>00</sup>
2/28/03	29 Dues @ \$10. <sup>00</sup>	\$290. <sup>00</sup>
3/3/03	4 Dues @ \$10. <sup>00</sup>	\$40. <sup>00</sup>
3/7/03	22 Dues @ \$10. <sup>00</sup>	\$220. <sup>00</sup>
3/8/03	3 Dues @ \$10. <sup>00</sup>	\$30. <sup>00</sup>
3/11/03	2 Dues @ \$10. <sup>00</sup>	\$20. <sup>00</sup>
3/13/03	1 Dues @ \$10. <sup>00</sup>	\$10. <sup>00</sup>
3/23/03	6 Dues @ \$10. <sup>00</sup>	\$60. <sup>00</sup>

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Subtotal contributions of \$250.00 or less

\$880.<sup>00</sup>

## SCHEDULE 2A

## FUND-RAISING EVENTS

## EVENT SUMMARY

Date of Event	October 5, 2003	Type of Event	On Roast
Name of Place Held	Sam Michael's Park		
Address of Place Held	Job Corp Road, Charles Town, WV 260414		
Total Receipts	\$3609.50	Total Expenditures	2427.40
NET RECEIPTS (Subtract total expenditures from total receipts)		\$1182.10	

**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
10/7/02	237 Aidan @ \$15.00	\$3555.00			
10/7/02	Baked Goods Auction 10 items 5.45	54.50			
Subtotal contributions of less than \$250.00		3609.50	Subtotal contributions of more than \$250.00		8
			Subtotal contributions of \$250.00 or less		3609.50
			(Enter Total on Page 1, Line 2, Col. A.) TOTAL		3609.50

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

**SCHEDULE 1A**
**CONTRIBUTIONS  
OVER \$250.00**
*(For information about contributions, see General Instructions, Page 3.)*

DATE	<b>INDIVIDUAL CONTRIBUTOR OR COMMITTEE'S NAME</b> <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)	

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Subtotal contributions of more than \$250.00

Subtotal contributions of \$250.00 or less

(Enter Total on Page 1, line 1, Col. A) **Total**

0  
\$880.00  
\$880.00

## 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

- 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:
  - 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.**
  - new loans, the amount (Col. B), any repayments (Col. C), and the balance (Col. D.)
- Add the amounts of all new loans (Col. B total) and carry that number to the Report Summary, Page 1, Col. A, line 5.
- Add the amounts of all repayments (Col. C total) and carry the total to the Report Summary, Page 1, Col. A, line 9.
- Add amounts of outstanding loans (Col. D total), and carry the total to the Report Summary, Page 1, Col. A, line 16.
- 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 Balance of <b>previous</b> loan at end of period	Column B Amount of <b>new</b> loan received during period		Column C Repayments during period		Column D 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

0	0	0
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**SCHEDULE 3A**

**OTHER INCOME: INTEREST, REFUNDS, MISCELLANEOUS RECEIPTS**


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

Date	Source of Income	Type of Receipt	Amount
			<p>(Enter Total on Page 1, line 4, Col. A.) <b>Total</b> </p>

**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)
			<p><b>MAKE AS MANY COPIES OF THIS PAGE AS YOU NEED.</b></p> <p>(Enter Total on Page 1, line 7, Col. A.) <b>Total</b> </p>

# Expenses can't

2/1/03

Postmaster

2/14/03

WV Humanities Council

Postage

\$26.45

2/22/03

Postmaster

Soul of  
Senate UHS

\$500.00

2/28/03

Mary Evukent-  
Koonce

Postage

\$92.50

3/7/03

Shepherdstown  
Chronicle

Printing

\$23.85

3/9/03

Checks-In-The  
Mail

Political  
Ad

\$183.00

3/22/03

Postmaster

Checks

\$16.88

3/27/03

Staples

Postage

\$92.50

Printing

\$15.90

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
4/25/02	Locke Wysock, Jr. Charles Town, WV 25414	Postage / Copies	\$164.38
5/14/02	Nanti's Charles Town, WV 25414	Reception, post election	\$222.60
6/28/02	Locke Wysock, Jr. Charles Town, WV 25414	postage / Copies	\$12.90
7/1/02	Locke Wysock, Jr. Charles Town, WV 25414	supplies	\$160.00
10/1/02	The Spirit of Jefferson Charles Town, WV 25414	Political Ad.	\$50.00
10/5/02	Kim Sensenbrenner Martinsburg, WV 25401	Ox Roast supplies	\$133.58
10/5/02	Wendy Williams Charles Town, WV 25414	Music Ox Roast	\$400.00
10/6/02	Bob's Big Beef Inwood, WV 25428	Catering Ox Roast	\$1054.17
10/6/02	Citizens Fire Co. Rt. 9 Charles Town, WV 25414	Tables Ox Roast	\$40.00
10/20/02	Shepherdstown Chronicle Shepherdstown, WV 25443	Political Ad	\$183.00
10/20/02	C. Locke Wysock, Jr. Charles Town, WV 25414	Misc / supplies Ox Roast	\$116.68
10/28/02	Holiday Inn Martinsburg, WV 25401	Humphreys 4 Congress Rally	\$500.00
10/28/02	Prettyman Broadcasting Martinsburg, WV 25401	Political Ads	\$600.00
1/31/03	Staples Charles Town, WV 25414	Printing	\$-3.71
			<b>Total</b> \$5122.10

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(Enter Total on Page 1, line 8, Col. A.)

Total



**SCHEDULE 3B**

**UNPAID BILLS**

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

Date	Full name, residence address (if a person) or business address (if a firm)	Purpose	Amount
(Enter Total on Page 1, Line 16, Col. A.) <b>Total</b>			0

**OATH OR AFFIRMATION**

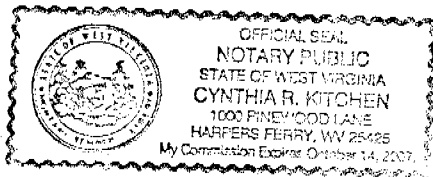
State of West Virginia, County of Jefferson

I, Howard Stafford Leigh Kooze, swear or affirm that the attached statement is true and correct, to the best of my knowledge, for all financial transactions occurring within the period covered by this statement.

Howard Stafford Leigh Kooze Signature of Candidate, Agent or Treasurer

Subscribed and sworn to before me this 14th day of April, 2003.

Notary Seal

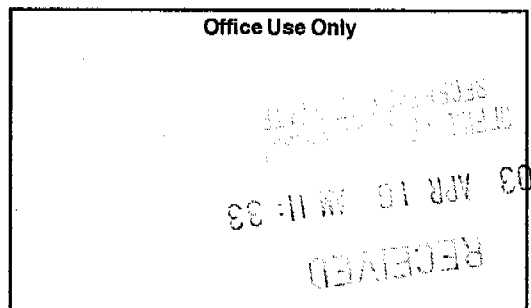


My commission expires Oct. 14, 2007

Cynthia R. Kitchen  
Signature of Notary Public

**Note: All West Virginia notaries must use a rubber stamp when notarizing any document. Failure to do so may lead to the revoking of the notary's commission.**

Office Use Only



of 45  
town, W250023

