

THE STATE OF MONTANA

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**COMMISSIONER OF POLITICAL PRACTICES**  
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Helena, MT 59620-2401  
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## **INSTRUCTIONS** (Revised 09/17) **FORM C-118** **DISPOSITION OF SURPLUS CAMPAIGN** **FUNDS STATEMENT**

### **WHO IS REQUIRED TO FILE A FORM C-118?**

Following the filing of a closing campaign finance report, all candidates with surplus campaign funds are required to file a Form C-118, pursuant to Montana Code Annotated § 13-37-240.

### **WHAT INFORMATION IS TO BE REPORTED?**

Pursuant to Montana Code Annotated § 13-37-240, the candidate shall disclose the disposition of any surplus campaign funds. Montana Administrative Rule 44.11.702 provides that Form C-118 shall be accompanied by copies of receipts from all recipients of any surplus campaign funds.

### **WHEN MUST A FORM C-118 BE FILED?**

Within 120 days of filing a closing campaign finance report, a candidate must dispose of surplus campaign funds. Form C-118 must be filed by a candidate within 135 days after a closing report is filed.

### **WHERE MUST A FORM C-118 BE FILED?**

- One copy is to be filed with the Commissioner of Political Practices at the address above.
- One copy is to be filed with the Election Administrator of the candidate's resident county.
- One copy is to be retained for the candidate's records.

*Please detach these instructions before filing Form C-118*

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**FOR OFFICE USE ONLY**

Date Received and Postmark Date

**FORM C-118** (Revised 09/17)  
**DISPOSITION OF SURPLUS CAMPAIGN FUNDS STATEMENT**  
TO BE FILED by ALL CANDIDATES WITH SURPLUS CAMPAIGN FUNDS

**TYPE OR PRINT IN INK ALL INFORMATION ON THIS FORM EXCEPT CERTIFICATION SIGNATURE**

<p><b>FULL NAME OF CANDIDATE</b></p> <p>Last Name _____</p> <p>First Name _____</p> <p>Complete Mailing Address _____</p> <p>(City, State, Zip Code) _____</p>	<p><b>Complete Description of Office Sought</b> <i>Required</i></p>
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Within 120 days of filing a closing campaign finance report, a candidate shall dispose of surplus campaign funds.

Within 135 days of filing the closing campaign finance report, a candidate shall file a supplemental report (Form C-118), showing the disposition of the surplus funds; this supplemental report shall be accompanied by **copies of all receipts** from all recipients of any surplus campaign funds. (Montana Administrative Rule 44.11.702)

**DISPOSITION OF SURPLUS CAMPAIGN FUNDS**

1. CASH IN BANK – Closing report ending balance: \$   
(From Closing Finance Report, Cash Summary, Line 5)

2. Explanation of Disposition of Surplus Campaign Funds (**attach receipts**):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**CERTIFICATION**

I, \_\_\_\_\_ declare under penalty of perjury and under the laws of the state of Montana that the foregoing including all attachments is true, complete and correct, in accordance with Montana Code Annotated with Montana Code Annotated, Title 13, chapter 37.

\_\_\_\_\_  
Candidate's Signature \_\_\_\_\_  
Date