

- 45.—Signature of treasurer.....
 (If candidate report, both candidate and treasurer sign)
 Business address:
 Candidate
 Treasurer
 Residence address:
 Candidate
 Treasurer
- 46.—Subscribed and sworn to (affirmed) before me this.....
 day of....., 19.....
 (SEAL)
Notary Public

47.—Receipt or Disbursements:
 (Strike out the incorrect word; DO NOT combine Receipts and Disbursements on same sheet(s); use separate sheet(s) of each. DO NOT combine Code Letters on same sheet. Use separate sheet(s).)

Date	Name and Address	Code Letter or No.	Explanation	Check No.	Amount
48.—Total of this Sheet				\$.....	

49.—Coding:

- Receipts
- Contribution (goods, service(s), money(s), or equivalent of \$10 or greater in value by full name and address of contributor.) (C)
 - Sale of Tickets (dinner, testimonials, cocktail parties, barbecues, crab feasts, and similar functions). List individual names and addresses if ticket is sold for \$51 or more. List total only here, if less than \$51 a ticket. (T)
 - Sale of Items (List total sales only) (I)
 - Loan or Advance (L)
 - Transfer of funds (TR)
 - Rebate, refund, or discount (R)
 - Miscellaneous (M)
 - (To correspond to balance at end of previous reporting period)
- Disbursements
- Personnel (1)
 - Field expense (2)
 - Broadcasting (3)
 - Publicity; Literature and items (4)
 - Office Overhead (5)
 - Transfer of funds (6)
 - Fund-raising costs (7)
 - Miscellaneous (8)
- Petty Cash
- A separate book or ledger shall be maintained for petty cash. Cash disbursements are best handled by the imprest system, according to which a "float" of x dollars is issued for the petty