



# FECFile Webinars – Basic and Advanced

April 3 – PACs and Parties  
April 4 – Candidates



## Federal Election Commission 2024 April Quarterly/Monthly Advanced FECFile Webinar for PACs & Party Committees

April 3, 2024 (2:30 - 4:30 p.m. Eastern Time)

### **PART I: Importing Data from Excel (Sch. A)**

- Payroll deductions

### **PART II: Earmarked Contributions (Sch. A)**

- Importing conduit/earmark data
- Handling contributions received between periods
- Schedule B entries / gross v. net amount
- Reattributing / redesignating earmarked contributions
- Refunds of contributions via conduits

### **PART III: Joint Fundraising Transfers (Sch. A)**

- Joint fundraising transfers
- Joint fundraising memos
- Handling in-kind contributions
- Refunds received through joint fundraising efforts

### **PART IV: Refunds vs. Voids (Sch. A & B)**

- Schedule A, Line 16 (refunds received)
- Schedule B, Line 28 (refunds out)
- Voids on original line number (Line 21, Line 23, etc.)
- Bounced checks, chargebacks, etc.

### **PART V: Contributions to Leadership PACs (Sch. B)**

- Importance of proper FEC ID#
- Importance of NOT using FEC candidate ID#
- Issues created for the FEC

### **PART VI: Contributions to Joint Fundraisers (Sch. B)**

- Difference between a one-off entry vs. supporting memo entries

### **PART VII: Loans and Debts (Sch. C & D)**

- Debts - unreimbursed out-of-pocket expenses
- Loans - payment to the committee, with repayment terms

### **PART VIII: Independent Expenditures (Sch. E)**

- Schedule E entries
- Adding to 24-/48-Hour Reports

### **PART IX: Common Validation Errors (Misc.)**

- Validation errors explained
- Error vs. warning messages
- Upload errors explained

### **HELPFUL LINKS**

- Electronic filing resources
- FECFile video tutorials
- Reporting and additional resources



**FEDERAL ELECTION COMMISSION 2024 WEBINAR SERIES**