



FECFile Webinars – Basic and Advanced

April 3 – PACs and Parties
April 4 – Candidates



Federal Election Commission 2024 April Quarterly Basic FECFile Webinar for Candidate Committees

April 4, 2024 (12:00 - 2:00 p.m. Eastern Time)

PART I: FECFile Basics

- Getting started with FECFile
- Setting up your database
- Creating individual reports

PART II: Reporting Receipts

- Types of receipts reported on Schedule A
- Individual and candidate contributions
- In-kind contributions
- PAC and political committee contributions
- Refunds, rebates and interest income

PART III: Reporting Disbursements

- Types of disbursements reported on Schedule B
- Operating expenditures
- Staff reimbursements / credit card payments
- Contributions to other federal candidate committees
- Contribution refunds

PART IV: Reporting Loans and Debts

- Types of loans and debts
- Loans owed by committee
- Debts owed by committee
- Payments on loans and debts
- Loan forgiveness

PART V: Providing Additional Information

- Miscellaneous Electronic Submission (Form 99)
- Memo text on report, transactions
- Memo text v. memo item

PART VI: Filing Reports

- Close / validate / save / upload
- How to amend report

HELPFUL LINKS

- Electronic filing resources
- FECFile video tutorials
- Reporting and additional resources
- Contact information for additional help



FEDERAL ELECTION COMMISSION 2024 WEBINAR SERIES