



GOVERNMENTAL ETHICS COMMISSION

<https://ethics.kansas.gov>

Sandra Boyd
Treasurer for Rick Cortez
2001 SW Belle #3
Topeka, KS 66604

September 29, 2016

Notification of Material Error or Omission
In A Receipts and Expenditures Report

RE: Receipts and Expenditures Report Due July 25, 2016
(Covering the Period January 1, 2016 thru July 21, 2016)

A review of your Receipts and Expenditures Report identified above indicates the material error(s) or omission(s) listed on the other side of this page. Such error(s) and omission(s) must be corrected within thirty (30) days of the date of this notice by filing an amended report.

File the amended report within thirty (30) days with:

Secretary of State
120 SW 10th
Memorial Hall
Topeka, KS 66612

As provided by law, a copy of this notice has been made a part of your record in the Secretary of State's Office. The intentional failure to file an amended report within thirty (30) days is a class A misdemeanor. In addition, you may not accept contributions or make expenditures following the end of the thirty (30) day period if the amended report has not been filed.

Additional information and assistance may be obtained by writing or calling this office. If after having contacted this office substantial issues remain unresolved, you may within ten (10) days of receipt of this notice request a hearing before the Commission.

Sincerely,

Handwritten signature of Carol E. Williams in cursive.
Carol E. Williams
Executive Director

1. Schedule D (Other Transactions) of the July 25, 2016 report shows \$1,497.92 in loans payable to Sandra Boyd and Rick Cortez. All loans should be listed on Schedule A (Contributions and Other Receipts) if the contributions were deposited into the campaign bank account. If any expenditures were paid from personal funds, they should be itemized on Schedule B (In-Kind Contributions) as "in-kind" contributions from the donor to the campaign. An amended report must be filed which includes these loans on Schedule A or Schedule B. If the loans were not paid back, they must be also be removed from Schedule C (Expenditures and Other Disbursements) and should remain on Schedule D. **Any expenditures made by the candidate or spouse from personal funds which are not deposited into a campaign bank account are to be reported on Schedule B as in-kind contributions from the candidate or spouse. Only contributions deposited in the campaign bank account and expenditures made from that account are to be reported on Schedules A and C.**

2. Schedule A (Contributions and Other Receipts) of the July 25, 2016 report shows a \$700 loan from the candidate. All loans should also be listed on Schedule D (Other Transactions) until such time as they are repaid or forgiven. An amended report must be filed which includes Schedule D and the corresponding entry on Line 7 of the cover summary page.

If you have any questions, feel free to contact this office.