



GOVERNMENTAL ETHICS COMMISSION

<https://ethics.kansas.gov>

Tess Anderson
Treasurer for Mark Steffen
1001 Barberry Drive
Hutchinson, KS 67502

September 10, 2020

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

RE: Receipts and Expenditures Report Due July 27, 2020
(Covering the Period January 1, 2020 thru July 23, 2020)

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,

A handwritten signature in cursive script that reads "Karina Renne".

Karina Renne
State Campaign Finance Coordinator

1. Schedule D (Other Transactions) of the July 27, 2020 report indicates \$234.49 for out-of-pocket expenditures (In-Kind Contributions) the candidate made to the campaign during this reporting period. Any expenditures made 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 donor in addition to being disclosed as a loan on Schedule D. An amended Schedule B (In-Kind Contributions) must be filed listing the in-kind contributions.

2. The July 27, 2020 report did not disclose a payment to the Secretary of State for the candidate's filing fee. If the filing fee was paid by the candidate from personal funds, it should be recorded on Schedule B (In-Kind Contributions) as an "in-kind" contribution from the candidate to the campaign. If the filing fee was paid from campaign funds, this expenditure should be listed on Schedule C (Expenditures & Other Disbursements). The July 27, 2020 report must be amended by showing the payment of the filing fee either on Schedule B or Schedule C and on the cover summary page.

3. K.S.A. 25-4146(b) states, "No contribution or other receipt shall be received or expenditure made, by or on behalf of a candidate, except payment of a filing fee: (1) until such candidate appoints a treasurer and makes the report required to the Secretary of State..." The following contribution was received by the campaign prior to the date the candidate's Appointment of Treasurer or Candidate Committee form was filed on April 28, 2020:

<u>Date</u>	<u>Contributor</u>	<u>Amount</u>
03-24-20	Mark Steffen	\$10,000.00

This contribution should not have been accepted. No amendment to the July 27, 2020 is necessary for this error.

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