



Professional Campaign Fundraiser QUARTERLY REPORT

NEW JERSEY ELECTION LAW ENFORCEMENT COMMISSION

P.O. Box 185, Trenton, NJ 08625-0185
(609) 292-8700 or Toll Free Within NJ 1-888-313-ELEC (3532)
Website: <http://www.elec.state.nj.us/>

FORM FRQ

Registration # _____

Report Quarter

- Apr. 15, _____
 Jul. 15, _____
 Oct. 15, _____
 Jan. 15, _____

PLEASE PRINT OR TYPE

Name of Professional Campaign Fundraiser _____

Check If No Activity This Quarter

Business Name _____

FOR STATE USE ONLY

Business Address (Number & Street) (check if different than previously reported)

Business Address (City, State & Zip Code) _____

Day Telephone (with Area Code)* _____

Evening Telephone (with Area Code)* _____

Check if Amendment

Amendment (please specify) _____

Professional Campaign Fundraiser's Certification

I certify that the statements on this document are true and correct. I am aware that if any of the statements on this document are willfully false, I may be subject to punishment.

Signature of Professional Campaign Fundraiser

Date

Print Full Name of Professional Campaign Fundraiser

Recipient of Professional Campaign Fundraiser's Services

Please use a separate page for each candidate or committee

Name of Recipient Candidate or Committee

Amount(s) Raised This Period (Gross) \$	Amount(s) Raised This Period (Net) \$	Compensation Received By Fundraiser For This Period \$
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Specific Services Provided

Itemized Expenditures

PAYMENT DATE	PAYEE NAME AND ADDRESS	PURPOSE OF EXPENDITURE	AMOUNT
			\$

"Total" reflects all expenditures made on behalf of the candidate or committee named above. Total \$ _____

Professional Campaign Fundraiser Quarterly Report
(Form FRQ)
Instructions

Page One

Name of Professional Campaign Fundraiser

Enter the name of the individual who is registered as a Professional Campaign Fundraiser.

Business Name and Address

Enter the business name and mailing address of the Professional Campaign Fundraiser.

Telephone Number

Enter the day and evening business telephone numbers of the Professional Campaign Fundraiser. Leave these fields blank if the telephone numbers are unlisted.

Registration #

Enter the registration number assigned to the Professional Campaign Fundraiser by ELEC.

Report Quarter

Check only one box to indicate the quarterly period. The April 15 period starts on January 1 and ends on March 31; the July 15 period starts on April 1 and ends on June 30; the October 15 period starts on July 1 and ends on September 30; and, the January 15 period begins on October 1 and ends on December 31. Please enter the relevant calendar year. Note that the 4th quarter (January) report will indicate the subsequent calendar year.

No Activity

If the Professional Campaign Fundraiser engaged in no activity during the quarter, this box must be checked. Note: If you are reporting no activity on this particular report, you must still indicate the quarter in which you are reporting no activity. After the Fundraiser completes this page and certifies the report by signing and dating where indicated, page two need not be completed.

Amendment

Place a check (✓) if this report amends a previously filed Form FRQ. Specify the reason for the amendment such as “change of amount raised.”

Professional Campaign Fundraiser’s Certification

The Professional Campaign Fundraiser must certify Form FRQ by signing and dating where indicated and by printing his/her full name.

Page Two

Use a separate page two for each candidate or committee receiving services.

Name of Recipient Candidate or Committee

Enter the name of the candidate or committee that received services during the quarter. *The questions that follow pertain to the candidate or committee named in this field. Use a separate page two for each candidate or committee receiving services.*

Amount(s) Raised This Period (Gross)

Enter the total amount of money raised through fundraising events.

Amount(s) Raised This Period (Net)

To find the net amount raised subtract the amount of expenses incurred from the gross amount raised. Expenses include the salary or compensation paid to the Professional Campaign Fundraiser.

Compensation Received by the Professional Campaign Fundraiser for this Period

Enter the amount of compensation paid this period to the Professional Campaign Fundraiser.

Specific Services Provided

Briefly describe the nature of the services provided by the Professional Campaign Fundraiser. Examples of descriptions include, “planning, organizing and/or attended a dinner to solicit campaign contributions,” or “direct mail solicitation.”

Itemized Expenditures

Itemize all expenditures made in connection with the fundraising services for the candidate/committee by providing the payment date, name and address of the payee, the purpose of the expenditure, and the amount of the expenditure.

Total

The “Total” reflects all expenditures made on behalf of the candidate or committee.

Filing Instructions

Form FRQ must be physically received by ELEC on or before the filing due date. Postmarks are not used to determine the date of filing.

Mail the completed Form FRQ to one of the addresses listed below:

Regular, U.S. Mail:

ELEC
P.O. Box 185
Trenton, NJ 08625-0185

Commercial Carrier (FedEx, DHL, UPS):

ELEC
28 West State Street – 13th Floor
Trenton, NJ 08608

For questions concerning the completion of Form FRQ, contact the Compliance Staff of the Commission, toll free within NJ at: 1 (888) 313-ELEC, or at (609) 292-8700.