

Example of Cash Contribution to Vote Yes Committee (Registered committee)

To get to this screen, select Expenses from menu, click Add
Choose expense type: Contribution to registered committee or fund
Search by committee name or committee registration number
Add check number, date, amount, then save

| Expenses | | | |
|---|----------------|-----------------|-------------------------|
| Add List Unpaid | | | |
| Choose expense type | | | |
| <div>Contribution to registered committee or fund</div> | | | |
| Choose registered committee | | | |
| <div>Vote Yes for Farmington Studens (60082)</div> | | | |
| Expense status | | Check number | Invoice, etc (Optional) |
| <input checked="" type="radio"/> Paid | | <div>1003</div> | <div></div> |
| Date | Amount | | |
| <div>09/10/2025</div> | <div>200</div> | | |
| <div><div>Save</div><div>Cancel</div></div> | | | |

Example of Cash Contribution to Vote Yes Committee (Unregistered)

To get to this screen, select Expenses from menu, click Add

Choose expense type: Contribution to unregistered association

Click to add a new entity

Add check number, date, amount, then save

| Expenses | | |
|--|-------------------------|--|
| Add List Unpaid | | |
| Choose expense type | | |
| <div>Contribution to unregistered association</div> | | |
| Expense status | | |
| <div><div><div></div><div>Paid</div></div></div> | | |
| Choose an entity | | |
| <div>Vote Yes for YME 41 Sherburne Avenue Granite Falls MN 56241</div> | | |
| Description | | |
| <div>Contribution to unregistered association</div> | | |
| Choose project (Optional) | | |
| <div>Select a project</div> | | |
| Check number | Invoice, etc (Optional) | |
| <div>1002</div> | <div></div> | |
| Date | Amount | |
| <div>09/10/2025</div> | <div>200</div> | |
| <div><div>Save</div><div>Cancel</div></div> | | |

Example of Cash Contribution to School Board Candidate

To get to this screen, select Expenses from menu, click Add

Choose expense type: Contribution to local committee

Choose political subdivision type: School District

Choose political subdivision: Name of School District

Choose office: School Board Member

Choose local candidate

If not listed, click to add a new local candidate

Add check number, date, amount, then save

Expenses

[Add](#) [List](#) [Unpaid](#)

Choose expense type

Contribution to local committee

Choose political subdivision type

School District

Choose local candidate

Smith, Jane 41 Sherburne Avenue Anoka MN 55103

Expense status

☒ Paid

Date

09/10/2025

Description

Contribution to local committee

Choose project (Optional)

Select a project

Choose political subdivision

Anoka-Hennepin Public School District 0011-01

Choose office

School Board Member

Check number

1001

Invoice, etc (Optional)

Amount

200

Save

Cancel

Example of recording a receipt of funds from ED MN local general checking account to ED MN local political fund account

To get to this screen, select Receipts from menu, choose Add
Choose receipt type: Contribution from supporting association
Add a new entity: Enter the local information
Add amount, receipt date, then save

Receipts

[Add](#) [List](#)

Choose receipt type

Contribution from supporting association

Choose an entity

EDUCATION MINNESOTA 41 SHERBURNE AVENUE ST PAUL MN 55103*

Edit

Amount

1500

Receipt date

09/10/2025

Deposit date (Optional)

Choose project (Optional)

Select a project

Save

Cancel

Example of recording the refund of funds from ED MN local political fund account to ED MN local general checking account

To get to this screen, select Expenses from menu, choose Add

Choose expense type: General Expenditure

Choose vendor: Supporting organization

Choose entity: Local name

Add check number, date and amount

Choose description: Miscellaneous

Add Explanation: Reimbursing initial deposit

Expenses

Add List Unpaid

Choose expense type

General Expenditure

Reimbursement expense

☐ Yes ☒ No

Expense status

☒ Paid ☐ Unpaid

Vendor

Supporting association

Description

Miscellaneous

Ballot Question

☐ Yes ☒ No

Choose project (Optional)

Select a project

Check number

1013

Invoice, etc (Optional)

Choose an entity

EDUCATION MINNESOTA 41 SHERBURNE AVENUE ST PAUL MN 55103

Edit

Date

09/10/2025

Amount

800

Explanation

Reimbursing initial deposit

Save

Cancel

Example of ED MN Local expense for a referendum. This example is for local campaign coordinator stipends of \$400 per coordinator

To get to this screen, select Expenses from menu and choose Add

Browser tabs: Welcome - Onboarding Homep x | Online Videos : Campaign Finan x | Campaign Finance Reporter On x | windom mn zip code - Google x | +

Address bar: cfr.cfb.mn.gov/reporting/secure/expense/add/

Ballot question expenditure
Reimbursement expense
☐ Yes ☒ No
Expense status
☒ Paid ☐ Unpaid

Check number
1012

Invoice, etc (Optional)

| Vendor | Choose an entity | Date | Amount |
|------------|-------------------------------------|------------|--------|
| Individual | Johnson, Bob J 123 Main St Windo... | 01/25/2005 | 400 |

Description
Employee Expense

Explanation
Paid Windom member to be coordinator to run phone banks

Ballot Question
☒ Yes ☐ No

Choose political subdivision type
School District

Choose political subdivision
Windom Public School District 0177... x

Choose a ballot question
Referendum Question May 2025 x

For/Against
☒ For ☐ Against

Example of ED MN Local expense for a referendum. This example of reimbursing a member for snacks for phone banks

To get to this screen, select Expenses from menu and choose Add

The screenshot shows a web browser with multiple tabs open, including 'Welcome - Onboarding Homep...', 'Online Videos : Campaign Finan...', 'Campaign Finance Reporter On...', and 'windom mn zip code - Google...'. The address bar shows the URL 'cfr.cfb.mn.gov/reporting/secure/expense/add/'. The browser's bookmark bar includes 'Imported From IE', 'America Votes - Log...', 'Me.Edmn.Org', 'MSN.com', 'NEA - Login', 'Netnation Email', 'Zoom', 'Jim OneDrive', and 'Google'. The page has a navigation menu with 'Home', 'Committee', 'Receipts', 'Expenses', 'Entities', 'Reports', 'Maintenance', 'User', and 'Log out'. The main heading is 'Expenses'. Below this, there are links for 'Add', 'List', and 'Unpaid'. The 'Add' form is displayed with the following fields:

- Choose expense type:** A dropdown menu with 'Ballot question expenditure' selected.
- Reimbursement expense:** Radio buttons for 'Yes' (selected) and 'No'.
- Choose reimbursement entity type:** A dropdown menu with 'Individual' selected.
- Choose reimbursed entity:** A dropdown menu with 'Johnson, Bob J 123 Main St Windom MN 56101' selected, and an 'Edit' button.
- Expense status:** Radio buttons for 'Paid' (selected) and 'Unpaid'.
- Check number:** A text input field containing '1013'.
- Invoice, etc (Optional):** An empty text input field.
- Date:** A text input field containing '05/02/2025'.

Below the form is a table with the following structure:

| Vendor | Choose an entity | Date | Amount |
|----------|-----------------------------------|------------|--------|
| Business | Cub Food 111 1st St Windom MN ... | 05/01/2025 | 56 |

The table also has columns for 'Description' and 'Explanation' which are partially visible at the bottom of the screenshot.

Example of ED MN Local receipt of a contribution from Education Minnesota PAC

To get to ths screen, select Receipts from menu and choose Add

The screenshot shows a web browser window with multiple tabs open. The active tab is 'Campaign I', and the address bar shows the URL 'cfr.cfb.mn.gov/reporting/secure/receipt/edit/-2146565902/receipt/'. The browser's bookmark bar is visible, showing various links like 'Imported From IE', 'America Votes - Log...', 'Me.Edmn.Org', 'MSN.com', 'NEA - Login', 'Netnation Email', 'Zoom', 'Jim OneDrive', and 'Google'. The main content area displays a form for entering receipt information. The form includes fields for 'Receipt type' (set to 'Contribution from political committee/fund'), 'In-Kind' (radio buttons for 'Yes' and 'No', with 'No' selected), 'Source' (set to 'Education Minn PAC (30558)'), 'Receipt date' (set to '05/25/2025'), 'Deposit date (Optional)' (empty), 'Retained Amount' (set to '1,500'), 'Reported Amount' (set to '1,500'), 'Deposit Amount' (set to '1,500'), and 'Choose project (Optional)' (a dropdown menu set to 'Select a project'). At the bottom of the form are three buttons: 'Save', 'Delete', and 'Cancel'. The footer of the page contains the text '© Campaign Finance Board', 'Server: 11', 'Version: 1.0.4632', and 'Logged in as:dynamitedj'.

Receipt type
Contribution from political committee/fund

In-Kind
☐ Yes ☒ No

Source
Education Minn PAC (30558)

Receipt date
05/25/2025

Deposit date (Optional)

Retained Amount
1,500

Reported Amount
1,500

Deposit Amount
1,500

Choose project (Optional)
Select a project

Save Delete Cancel

© Campaign Finance Board Server: 11 Version: 1.0.4632
Logged in as:dynamitedj