



# Proposed Settlement Offer for Assessed Fines

Committee Name: \_\_\_\_\_ ID# \_\_\_\_\_

Unpaid Fine Total: \$ \_\_\_\_\_ (F)

Settlement Offer: \$ \_\_\_\_\_ (S)

Offer equals \_\_\_\_\_ % of Fine Total  
 $(S \div F) \times 100$

A check for the settlement amount is attached. (If the settlement offer is rejected, the check will be returned.)

I waive appearance at any hearing regarding this settlement offer.

### Information from Committee's 4 most recent Quarterly Reports:

Ending Balance:	\$ _____ (B1)	Total Receipts:	\$ _____ (R1)
	\$ _____ (B2)		\$ _____ (R2)
	\$ _____ (B3)		\$ _____ (R3)
	\$ _____ (B4)		\$ _____ (R4)

Avg. Ending Balance:	\$ _____ (AB)	Avg. Total Receipts:	\$ _____ (AR)
	$(B1+B2+B3+B4) \div 4$		$(R1+R2+R3+R4) \div 4$

Ratio of fine/balance:	_____ %	Ratio of fine/receipts:	_____ %
	$(F \div AB) \times 100$		$(F \div AR) \times 100$

Legal considerations, additional information or special circumstances:

### Verification

I declare that this settlement offer has been examined by me and to the best of my knowledge and belief is true, accurate and complete. I understand that failure to complete all parts of this form may result in the offer being summarily rejected. I also understand the Board is under no legal obligation to accept any settlement offer.

Signature and Printed Name of Committee's Chairman, Treasurer or Candidate \_\_\_\_\_ Date \_\_\_\_\_

Return to: State Board of Elections  
2329 S. MacArthur Blvd. or fax to: 217-782-5959  
Springfield, IL 62704-4503

## INSTRUCTIONS FOR COMPLETION OF THIS SETTLEMENT OFFER FORM

**Please read the Board settlement offer policy before completing this form. Failure to fill out this form completely before submitting it may result in the settlement offer being rejected without being presented to the Board for consideration. Be aware that even if all required information is provided and meets the policy guidelines, the Board is under no legal obligation to accept a settlement offer.**

1. Print the full name and political committee ID number of the committee requesting the settlement.
2. Enter the total dollar amount (on Line F) of all outstanding fines assessed against the committee. This total should include any and all assessed fines that have not been paid, and may be found on the most recent Final Board Order sent to your committee. Please be aware this total may not include any fines assessed after the date of the order.
3. Enter the dollar amount (on Line S) being offered by the committee to settle the outstanding fines entered on Line F.
4. Calculate and list the percentage of the outstanding fines that the settlement offer represents. This is determined by dividing the settlement offer (Line S) by the unpaid fine total (Line F) and then multiplying the result by 100. When listing the percentage, please round to the nearest whole number.
5. Check the box to indicate you have included a check for payment of the settlement amount (optional.) If the settlement offer is rejected, the check will be returned to you.
6. Check the box if you agree to waive your appearance at any hearing held to consider the offer (optional.)

***For the next section, it will be necessary to gather information from the Quarterly Reports filed by the Committee for the four most recent quarters (one year total). If amended reports have been filed, please use the most up-to-date information.***

5. On Lines B1, B2, B3 and B4, enter the ending balance from the Quarterly Reports filed by the Committee for the four most recent quarters. If the Committee has not been in existence long enough to file four Quarterly Reports, enter the information from as many Quarterly Reports as have been filed by the Committee. Calculate the average ending balance by adding the amounts entered and dividing by the number of quarters for which information has been entered. List the average ending balance on Line AB.
6. On Lines R1, R2, R3 and R4, enter the total receipts from the Quarterly Reports filed by the Committee for the four most recent quarters. If the Committee has not been in existence long enough to file four Quarterly Reports, enter the information from as many Quarterly Reports as have been filed by the Committee. Calculate the average total receipts by adding the amounts entered and dividing by the number of quarters for which information has been entered. List the average total receipts on Line AR.
7. Calculate the ratio of fine to average balance by dividing the unpaid fine total (Line F) by the average ending balance (Line AB) and then multiplying the result by 100. When listing the percentage, please round to the nearest whole number.
8. Calculate the ratio of fine to average total receipts by dividing the unpaid fine total (Line F) by the average total receipts (Line AR) and then multiplying the result by 100. When listing the percentage, please round to the nearest whole number.
9. If there are legal reasons, special circumstances or additional information you would like the Board to be aware of when considering this settlement offer, please briefly list them in the box provided.
10. The form must be signed and dated by the Committee's Chairman, Treasurer or Candidate.