Field Name	Length	Start	End	Description	Required
TREFFS					
FS_FILER_SEQ	9	1	9	This is the filer number assigned by the Registry for each filer. The filer number must be numeric and zero filled. A new filer number is assigned for each election a candidate files for.	Y
FS_CANDIDATE_SEQ	9	10	18	This is the candidate number assigned by the Registry for each candidate. The candidate must be numeric and zero filled. A candidate number is assigned for life.	N
FS_RECORD_TYPE	2	19	20	Record Type must be FS.	Y
FS_AMENDMENT_INDICATOR	1	21	21	N=Not Amendment Y=Amendment	Y
FS_SEQ	9	22	30	This is a sequence number which identifies each financial statement. Program generated, must be unique for each financial statement. The sequence number must be numeric and zero filled. Should be the same for all of the records comprising a single Financial Report.	Y
FS_SEQ_KEY_ELEMENT	9	31	39	This field must be blank for a FS record.	N
FS_DATETIME_STAMP	12	40	51	Program Generated date and time when the file was created. Should be the same for all of the records comprising a single Financial Report. (YYYYMMDDHHMI)	Y
FS_START_DATE	8	52	59	Start date on KREF form. Must be a valid date. (MMDDYYYY)	Y
FS_END_DATE	8	60	67	End date on KREF form. Must be a valid date. (MMDDYYYY)	Y
FS_STATEMENT_CODE_TEXT	30	68	97	XS_STATEMENT_DESCRIPTION	Y
FS_SIGNED_DATE	8	98	105	Signed date on KREF form. (MMDDYYYY)	Y
FS_REPORTDUE_DATE	8	106	113	This is actual report due date excluding grace period. Must be a valid date. (MMDDYYYY)	Y
FS_ELECTION_DATE	8	114	121	Election Date on KREF form (blank for PACs). Must be a valid date or blank. (MMDDYYYY)	N
FS_ORGNAME	150	122	271	Organization name from KREF form. Should be blank if there is data in LNAME and FNAME	N
FS_PNAME	15	272	286	Prefix name from KREF form	N
FS_LNAME	30	287	316	Last name from KREF form	N
FS_FNAME	20	317	336	First name from KREF form	N
FS_MIDI	15	337	351	Middle name from KREF form	N
FS_SNAME	15	352	366	Suffix name from KREF form	N
FS_OFFICE	50	367	416	Office from KREF form (blank for PAC's)	N
FS_LOCATION	50	417	466	Location from KREF form (blank for PAC's)	N
FS_ STATEMENT_CODE	4	467	470	XS_STATEMENT_CODE - See codes.doc	Y
FS_BALANCE_CARRY_FORWARD	11	471	481	Balance Carried Forward from KREF form.	N
FS_ELECTION_TYPE	15	482	496	Type of election (Primary, General, Unexpired, Runoff or Special)	N
FS_EMAIL_ADDRESS	100	497	596	E-mail address of candidate or person filing report	N
FS_TERM_IND	1	597	597	Termination of reporting indicator (Y or N)	Y
FS_TERM_DATE	8	598	605	Date reporting was terminated. (MMDDYYYY)	N
FS_VERSION	10	606	615	Version Number of Campaign Toolbox	Y

Field Name	Length	Start	End	Description	Required
TREFDB					
DB_FILER_SEQ	9	1	9	This is the filer number assigned by the Registry for each filer. The filer number must be numeric and zero filled. Must match the FS_FILER_SEQ.	Y
DB_CANDIDATE_SEQ	9	10	18	This is the candidate number assigned by the Registry for each candidate. The candidate must be numeric and zero filled. Must be the same as the FS_CANDIDATE_SEQ.	N
DB_RECORD_TYPE	2	19	20	Record Type DB	Y
DB_AMENDMENT_INDICATOR	1	21	21	N=Not Amendment Y=Amendment	Y
DB_FS_SEQ	9	22	30	This is a sequence number which identifies each financial statement. Program generated, must be unique for each financial statement. The sequence number must be numeric and zero filled. Must be the same as the FS_SEQ.	Y
DB_SEQ	9	31	39	Sequence number for each disbursement - Program generated. Must be unique for each disbursement within the financial statement.	Y
DB_DATETIME_STAMP	12	40	51	Program Generated. (YYYYMMDDHHMI)	Y
DB_DISBURSE_TO	30	52	81	Type of entity disbursed to (i.e. State Pac, Ex. Comm.)	N
DB_ORGNAME	150	82	231	Organization name from KREF form. Should be null if there is data in LNAME and FNAME	N
DB_PNAME	15	232	246	Prefix name from KREF form	N
DB_LNAME	30	247	276	Last name from KREF form	N
DB_FNAME	20	277	296	First name from KREF form	N
DB_MIDI	15	297	311	Middle name from KREF form	N
DB_SNAME	15	312	326	Suffix name from KREF form	N
DB_MAILADDR1	50	327	376	Address from KREF form	N
DB_MAILADDR2	50	377	426	Address from KREF form	N
DB_CITY	30	427	456	City from KREF form	N
DB_STATE	2	457	458	State from KREF form	N
DB_ZIP	9	459	467	Zip from KREF form	N
DB_PURPOSE	200	468	667	Purpose from KREF form	Y
DB_OCCUPATION	200	668	867	Occupation from KREF form	N
DB_DISBURSEMENT_CODE	4	868	871	XD_DISBURSEMENT_CODE - See codes.doc	Y
DB_DISBURSEMENT_CODE_TEXT	30	872	901	XD_DISBURSEMENT_DESC - See codes.doc	Y
DB_DISBURS_DATE	8	902	909	Disbursement Date from KREF form. (MMDDYYYY)	Y
DB_DISBURS_AMT	11	910	920	Disbursement Amount from KREF form.	Y
DB_TOFILER_SEQ *	9	921	929	Unique ID of Entity Disbursement was made to. To be generated by the program and should be the same for the same recipients for this filer.	N

Field Name	Length	Start	End	Description	Required
TREFDT					
DT_FILER_SEQ	9	1	9	This is the filer number assigned by the Registry for each filer. The filer number must be numeric and zero filled. Must match the FS_FILER_SEQ.	Y
DT_CANDIDATE_SEQ	9	10	18	This is the candidate number assigned by the Registry for each candidate. The candidate must be numeric and zero filled. Must be the same as the FS_CANDIDATE_SEQ.	N
DT_RECORD_TYPE	2	19	20	Record Type DT.	Y
DT_AMENDMENT_INDICATOR	1	21	21	N=Not Amendment Y=Amendment	Y
DT_FS_SEQ	9	22	30	This is a sequence number which identifies each financial statement. Program generated, must be unique for each financial statement. The sequence number must be numeric and zero filled. Must be the same as the FS_SEQ.	Y
DT_SEQ	9	31	39	Sequence number for each debt - Program generated. Must be unique for each debt within the financial statement.	Y
DT_DATETIME_STAMP	12	40	51	Program generated. (YYYYMMDDHHMI)	Y
DT_ORGNAME	150	52	201	Organization name from KREF form. Should be null if there is data in LNAME and FNAME	N
DT_PNAME	15	202	216	Prefix name from KREF form	N
DT_LNAME	30	217	246	Last name from KREF form	N
DT_FNAME	20	247	266	First name from KREF form	N
DT_MIDI	15	267	281	Middle name from KREF form	N
DT_SNAME	15	282	296	Suffix name from KREF form	N
DT_MAILADDR1	50	297	346	Address from KREF form	N
DT_MAILADDR2	50	347	396	Address from KREF form	N
DT_CITY	30	397	426	City from KREF form	N
DT_STATE	2	427	428	State from KREF form	N
DT_ZIP	9	429	437	Zip from KREF form	N
DT_DEBT_DESCRIPTION	200	438	637	Debt description from KREF form	Y
DT_INCURRED_DATE	8	638	645	Incurred date for debt from KREF form. (MMDDYYYY)	Y
DT_ORIG_AMT	11	646	656	Original debt amount from KREF form	Y
DT_PREV_PAY_AMT	11	657	667	Amount previously paid from KREF form	Y
DT_CURR_PAY_AMT	11	668	678	Amount currently being paid from KREF form	Y
DT_BAL_AMT	11	679	689	Balance of debt from KREF form	Y
DT_LOAN_IND	1	690	690	0=Not Loan, 1=Loan	Y
DT_DEBT_OWED_INDICATOR	1	691	691	1=Debts owed by, 2 =Debts owed to	Y

Field Name	Length	Start	End	Description	Required
TREFFE					
FE_FILER_SEQ	9	1	9	This is the filer number assigned by the Registry for each filer. The filer number must be numeric and zero filled. Must match the FS_FILER_SEQ.	Y
FE_CANDIDATE_SEQ	9	10	18	This is the candidate number assigned by the Registry for each candidate. The candidate must be numeric and zero filled. Must be the same as the FS_CANDIDATE_SEQ.	N
FE_RECORD_TYPE	2	19	20	Record Type FE	Y
FE_AMENDMENT_INDICATOR	1	21	21	N=Not Amendment Y=Amendment	Y
FE_FS_SEQ	9	22	30	This is a sequence number which identifies each financial statement. Program generated, must be unique for each financial statement. The sequence number must be numeric and zero filled. Must be the same as the FS_SEQ.	Y
FE_SEQ	9	31	39	Sequence number for each fundraising entry - Program generated. Must be unique for each entry within the financial statement.	Y
FE_DATETIME_STAMP	12	40	51	Program generated. (YYYYMMDDHHMI)	Y
FE_EVENT_DESCRIPTION	200	52	251	Event Description from KREF form	Y
FE_ORGNAME	150	252	401	Organization name from KREF form. Should be blank if there is data in LNAME and FNAME	N
FE_PNAME	15	402	416	Prefix name from KREF form	N
FE_LNAME	30	417	446	Last name from KREF form	N
FE_FNAME	20	447	466	First name from KREF form	N
FE_MIDI	15	467	481	Middle name from KREF form	N
FE_SNAME	15	482	496	Suffix name from KREF form	N
FE_MAILADDR1	50	497	546	Address from KREF form	N
FE_MAILADDR2	50	547	596	Address from KREF form	N
FE_CITY	30	597	626	City from KREF form	N
FE_STATE	2	627	628	State from KREF form	N
FE_ZIP	9	629	637	Zip from KREF form	N
FE_EVENTSTART_DATE	8	638	645	Event Start Date from KREF form. (MMDDYYYY)	Y
FE_EVENTEND_DATE	8	646	653	Event End date from KREF form. (MMDDYYYY)	Y
FE_RAISED_AMT	11	654	664	Amount Raised from KREF form	Y
FE_SPENT_AMT	11	665	675	Amount Spent from KREF form	Y

Field Name	Length	Start	End	Description	Required
TREFRC					
RC_FILER_SEQ	9	1	9	This is the filer number assigned by the Registry for each filer. The filer number must be numeric and zero filled. Must match the FS_FILER_SEQ.	Y
RC_CANDIDATE_SEQ	9	10	18	This is the candidate number assigned by the Registry for each candidate. The candidate must be numeric and zero filled. Must be the same as the FS_CANDIDATE_SEQ.	N
RC_RECORD_TYPE	2	19	20	Record Type RC	Y
RC_AMENDMENT_INDICATOR	1	21	21	N=Not Amendment Y=Amendment	Y
RC_FS_SEQ	9	22	30	This is a sequence number which identifies each financial statement. Program generated, must be unique for each financial statement. The sequence number must be numeric and zero filled. Must be the same as the FS_SEQ.	Y
RC_SEQ	9	31	39	Sequence number for each receipt entry - Program generated. Must be unique for each entry within the financial statement.	Y
RC_DATETIME_STAMP	12	40	51	Program generated. (YYYYMMDDHHMI)	Y
RC_RECEIPT_CODE	4	52	55	VR_RECEIPT_CODE - See codes.doc	Y
RC_RECEIPT_CODE_TEXT	30	56	85	VR_RECEIPT_DESCRIPTION - See codes.doc	Y
RC_OTHER_TEXT	100	86	185	Other text from KREF form	N
RC_PAYMENT_CODE	4	186	189	XQ_PAYMENT_CODE - See codes.doc	Y
RC_PAYMENT_CODE_TEXT	30	190	219	XQ_PAYMENT_DESCRIPTION - See codes.doc	Y
RC_INKIND_DESCRIPTION	200	220	419	Inkind description from KREF form	N
RC_RECEIPT_DATE	8	420	427	Date of receipt from KREF form. (MMDDYYYY)	Y
RC_AMT	11	428	438	Amount of receipt from KREF form	Y
RC_NUM_OF_CONTRIBUTORS	4	439	442	If a receipt is CASH, UNITEMIZED, or ANONYMOUS number of contributions is required	N
RC_CONGRESSIONAL_DISTRICT	2	443	444	Congressional District of receipt (Slates Only)	N
RC_ORGNAME	150	445	594	Organization name from KREF form. Should be null if there is data in LNAME and FNAME	N
RC_MAILADDR1	50	595	644	Address from KREF form	N
RC_MAILADDR2	50	645	694	Address from KREF form	N
RC_CITY	30	695	724	City from KREF form	N
RC_STATE	2	725	726	State from KREF form	N
RC_ZIP	9	727	735	Zip from KREF form	N
RC_MARITAL_CODE	4	736	739	XM_MARITAL_CODE - See codes.doc (Statewide candidates only)	N
RC_MARITAL_CODE_TEXT	30	740	769	XM_MARITAL_DESCRIPTION - See codes.doc (Statewide candidates only)	N
RC_OCCUPATION	200	770	969	Occupation from KREF form	N
RC_EMPLOYER	200	970	1169	Employer from KREF form	N
RC_SPOUSE_PNAME	15	1170	1184	Spouse Prefix name from KREF form (statewide only)	N
RC_SPOUSE_LNAME	30	1185	1214	Spouse Last name from KREF form (statewide only)	N

Field Name	Length	Start	End	Description	Required
RC_SPOUSE_FNAME	20	1215	1234	Spouse First name from KREF form (statewide only)	N
RC_SPOUSE_MIDI	15	1235	1249	Spouse Middle name from KREF form (statewide only)	N
RC_SPOUSE_SNAME	15	1250	1264	Spouse Suffix name from KREF form (statewide only)	N
RC_SPOUSE_OCCUPATION	200	1265	1464	Spouse Occupation from KREF form (statewide only)	N
RC_SPOUSE_EMPLOYER	200	1465	1664	Spouse employer from KREF form	N
RC_PNAME	15	1665	1679	Prefix name from KREF form	N
RC_LNAME	30	1680	1709	Last name from KREF form	N
RC_FNAME	20	1710	1729	First name from KREF form	N
RC_MIDI	15	1730	1744	Middle name from KREF form	N
RC_SNAME	15	1745	1759	Suffix name from KREF form	N
RC_RECEIPTTYPE_CODE	4	1760	1763	See codes.doc - XX_RCPT_TYPE_CODE	Y
RC_RECEIPTTYPE_TEXT	30	1764	1793	XX_RCPT_TYPE_DESCRIPTION - See codes.doc -	Y
RC_PAC_INTEREST	200	1794	1993		N
RC_CUMULATIVE	11	1994	2004	Cumulative amount received from this contributor	Y
RC_CONTRIBUTOR_SEQ *	9	2005	2013	Unique ID of the Entity which made the contribution (to be generated by the program and should be the same for the same contributor for this filer)	N

*   For db_tofiler_seq and rc_contributor_seq the same ID should be used for the same entity. (i.e. If a receipt/disbursement is entered from John Smith the process should generate an ID for that contributor. If another receipt is entered for John Smith, the user should be allowed to determine that the second receipt is from the same, or a different John Smith. If they are the same, then the ID should be the same, if they are not the same a new ID should be generated for the entry.)