



## CONTRIBUTION DRAWN ON BUSINESS ACCOUNT

This letter may be used to address the following [invalid matching claim code\(s\)](#) found in your campaign's statement review:

[SRC-2: Contribution Drawn on Business Account](#)

[SRC-3: Contribution Drawn on Corporate Account](#)

Send this letter to a contributor to complete and return to your campaign:

- ✓ Insert all required information (i.e., contributor and contribution-specific information and campaign contact information).
- ✓ Send the letter by mail or email to the contributor and direct the contributor to return it to your campaign.

This letter can also be generated directly from C-SMART. For more information, see [C-SMART Help](#).

For more information on responding to invalid matching claims, refer to the [Invalid Matching Claims \(IMC\) Codes](#) guidance document and Chapter 5 of the [Campaign Finance Handbook](#). If you have any questions, contact Candidate Services at (212) 409-1800 or [CSUmail@nyccfb.info](mailto:CSUmail@nyccfb.info).

**Committee Use Only**

Transaction ID: \_\_\_\_\_

Dear \_\_\_\_\_ ,

Thank you for your \$\_\_\_\_\_ contribution to \_\_\_\_\_  
on \_\_\_\_\_ .

The New York City Campaign Finance Board (CFB) matches contributions from individual New York City residents with [public funds](#). In cooperation with the requirements of the CFB, please confirm the information below regarding your contribution.

Please check one of the following to describe the nature of the account used to make your contribution:

- This account is solely used for personal purposes and contains strictly personal funds.
- This account is used for sole proprietorship and personal purposes and there are sufficient personal funds in the account to cover the contribution, and I will not deduct the contribution as a business expense.
- This account is a sole proprietorship account. (Note: If this is the case, your contribution is acceptable, but will not be matched with public funds.)
- This account is used by a corporation, limited liability company, limited liability partnership, partnership or other prohibited business category. (Note: If this is the case, the campaign cannot accept the contribution and will issue you a refund.)

I affirm that the information above is true and correct.

\_\_\_\_\_  
Contributor's Signature

\_\_\_\_\_  
Current Date

Please return this letter to the campaign as soon as possible by mail or email:

If you have any questions, please contact us at \_\_\_\_\_ or \_\_\_\_\_.

Thank you again for your support.