

Export a list of all 24-48 hour reportable Independent Expenditures, including those which have already been marked as “reported” by using the **FEC Export feature**.

### Using the FEC Export Feature in Crimson

- Log into Crimson
- Select the **Compliance** menu from the left hand menu options
- Click on the **FEC Export** submenu options
- Follow the Steps to pull your data
  - **STEP 1: FEC Report**
    - **Report** – Select **Form24 - 24 and 48 Hour Report of Independent Expenditures** from the drop-down menu.
    - **Period** – Select the reporting period from the drop-down menu or manually enter your **covering dates**.
    - **Date to be selected** – Choose to pull your date by either **Transaction** or **Dissemination** date for your report.
    - Check **Include Reported** to include all expenditures during the specified period, ***even those that have already been marked as reported.***
    - Check **Mark records as reported** if you are ready to mark new records as reported and do not want these records to pull on subsequent 24- or 48- hour reports.
  - **STEP 2: TYPE of EXPORT**
    - **Fund** – Select Fund Code(s) from drop-down menu(s). *Example: C-PAC*
  - **STEP 3: EXPORT**
    - Click **Export Now**. Be sure to save the exported files as EXCEL rather than CSV.
- Use the **Import** button within the appropriate schedule tab of your report to import into CrimsonFiler.