Assuming a Debt not Designated as a Loan

A filer has a debt, not designated as a loan, and the candidate plans to assume that debt.

Open the debt you want to assume

Edit the existing debt record by creating a payment that will make the balance zero.
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Create a receipt on the contribution form for the positive amount in step 1. Designate the Contributor Type Code as "20 Candidate Debt Assumption."

Click on Activities > Expense.
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Create an expense on the Expense form for the positive amount in step 1. Designate the Disbursement Type as "9 Debt Assumption."