Financial Return of Official Representative of Registered Independent Candidate

P 04 917
(2014-06-20)

(Political Process Financing Act, S.N.B. 1978, c. P-9.3, s. 62)

Name of Registered Independent Candidate _____ Electoral District (Number and Name) _____

Official Representative _____ Telephone number _____

Mailing address _____ Fax number _____

Email address _____

Location of books and records if different from above _____

Name and address of financial institution _____

Account number(s) _____ _____

Report covers the period from _____ to _____

SUMMARY OF FINANCIAL ACTIVITY

Schedule

	Monetary contributions from:		
1	Individuals (totalling $100 or less per individual)	$ -	
2	Individuals (totalling more than $100 per individual)	$ -	
3	Corporations	$ -	
4	Trade unions	$ -	$ -
	Other sources of cash:		
6	Transfers from candidate		$ -
7	Other income		$ -
9	Proceeds from loan or line-of-credit		$ -
		Sub-total	$ -
	Uses of cash:		
8	Transfers to candidate	$ -	
9	Repayment of loan or line-of-credit	$ -	
10	Non-election expenditures	$ -	
		Sub-total	$ -
	Net cash surpus (deficiency) for the period		$ -
	Cash in bank and on hand, beginning of period		$ -
12	Change in working capital accounts		$ -
	Cash in bank and on hand, end of period (carry back to Schedule 13)		$ -
5	Contributed property & services		$ -

DECLARATION

I, _____, Official Representative, have prepared this financial return for the registered independent candidate _____ for the financial period noted above and in accordance with the *Political Process Financing Act* and the *Guidelines issued by the Supervisor of Political Financing*. To the best of my knowledge and belief, the information contained herein is true, complete, and accurate.

Date _____ Signature _____

SCHEDULE 1

MONETARY CONTRIBUTIONS FROM INDIVIDUALS (TOTALLING $100 OR LESS)

PPFA, subsection 58(1)(c)

Complete and attach Appendix A. From Appendix A, enter the number of contributors and the total amount of contributions.

Amount

Number of receipts: _____ - **TOTAL** (Report on Page 1) $ _____ -

SCHEDULE 2

MONETARY CONTRIBUTIONS FROM INDIVIDUALS (TOTALLING MORE THAN $100)

PPFA, subsection 58(1)(i)

Name of contributor (surname first)	Address	Receipt No.	Amount

TOTAL (Report on Page 1) $ _____ -

SCHEDULE 3

MONETARY CONTRIBUTIONS FROM CORPORATIONS

PPFA, subsection 58(1)(h)

Company name	Address	Receipt No.	Amount

TOTAL (Report on Page 1) $ _____ -

SCHEDULE 4

MONETARY CONTRIBUTIONS FROM TRADE UNIONS

PPFA, subsection 58(1)(h)

Union name and Local No.	Address	Receipt No.	Amount

TOTAL (Report on Page 1) $ _____ -

SCHEDULE 5

CONTRIBUTED PROPERTY & SERVICES

NOTE: Refer to specific exemptions under s*ubsection 2(1)(a)* and s*ubsection 2(1)(g).* Refer to s*ubsection 39(3)* for basis of valuation.

Name and address of contributor	Nature of Contribution	Receipt No.	Amount

TOTAL (Report on Page 1) $ -

SCHEDULE 6

TRANSFERS FROM CANDIDATE

Date received	Received from	Amount

TOTAL (Report on Page 1) $ -

SCHEDULE 7

OTHER INCOME

Nature of income	Amount

TOTAL (Report on Page 1) $ -

SCHEDULE 8

TRANSFERS TO CANDIDATE

Date of transfer	Transferred to	Amount
	TOTAL (Report on Page 1)	$ -

SCHEDULE 9

LOAN OR LINE-OF-CREDIT

Balance of loan(s) outstanding at beginning of period: $ -

(List separately details of each loan)

Name and address of lender	Proceeds	Int. Rate	Demand or term loan (If term, provide details)	Repayments	Guarantor (name and address)
	$ - (Report on Page 1)			$ - (Report on Page 1)	

Balance of loan(s) outstanding at end of period: $ -

SCHEDULE 10

NON-ELECTION EXPENDITURES

		Amount
Salaries and honorariums		
Employee benefits		
Occupancy costs (rent, heat and lights)		
Office supplies, printing and stationery		
Postage		
Travel and accommodation		
Non-election advertising (limited to $2,000 under subsection 50(1) of the PPFA)		
Non-election advertising (unlimited under subsections 50(2) and 50(3) of the PPFA)		
Interest on loans		
Bank service charges		
Nominating convention expenses **not** considered election expenses - Refer to subsection 67(4) of the PPFA		
Other (please specify):		
		$ -
	TOTAL (Report on Page 1)	$ -

SCHEDULE 11

RECONCILIATION OF OFFICIAL RECEIPTS

	Count	Receipts numbered From	Receipts numbered To
RECEIPTS ON HAND, BEGINNING OF PERIOD	-		
RECEIVED FROM SUPERVISOR OF POLITICAL FINANCING DURING THE PERIOD	-		
RECEIPTS ISSUED DURING THE PERIOD	-		
RECEIPTS CANCELLED DURING THE PERIOD *	-		
RECEIPTS ON HAND, END OF PERIOD	-		

* Attach white and beige copies of all cancelled receipts.

SCHEDULE 12

CHANGES IN WORKING CAPITAL ACCOUNTS

Changes in working capital accounts and other adjustments:

Accounts payable, increase (decrease)	
Accounts receivable, (increase) decrease	
Prepaid expenses, (increase) decrease	
Deferred revenue, increase (decrease)	
Other	
TOTAL (Report on Page 1)	$ -

SCHEDULE 13

RECONCILIATION OF CASH IN BANK AND ON HAND

(A) Bank Reconciliation

Balance per bank statement, end of period

Add outstanding deposits

Date	Source	Amount	
			$ -

Deduct outstanding cheques:

Cheque No. (or date)	Payee	Amount	
			$ -

Reconciled bank balance, end of period $ -

(B) Other adjustments; e.g. Shares in financial institution

$ -

(C) Petty cash account(s)

Held by:

Held by: $ -

(D) Cash in bank and on hand, end of period **(A) + (B) + (C) = (D)** $ -

(E) Cash in bank and on hand, end of period (carried from Page 1) $ -

(F) Difference **(D) - (E) = (F)** $ -

If the difference is not nil, please explain the difference.

Financial Return of Official Representative of Registered Independent Candidate

Submit this page with the financial return.

Checklist of Information to be Reported on the Financial Return

For each question answered with a response of "Yes", the relevant Schedule must be completed.

	Yes	Sch. No.	No
1. Did the Candidate receive money contributions from:			
Individuals (totalling $100 or less per individual)		1, App A	
Individuals (totalling more than $100 per individual)		2	
Corporations		3	
Trade Unions		4	
2. Have receipts been issued to acknowledge contributions of property and services; i.e. "donations in-kind"?		5	
3. Did the Candidate receive funds from the candidate's official agent during the period?		6	
4. Did the Candidate receive other income during the period?		7	
5. Did the Candidate transfer funds to the candidate's official agent during the period?		8	
6. Has the Candidate borrowed or repaid money during the period?		9	
7. Did the Candidate make disbursements for non-election expenditures during the period?		10	
8. Did the official representative issue official receipts for all contributions?		11	
9. Did the Candidate have any working capital accounts outstanding; e.g. accounts payable and receivable?		12	
10. Did the Candidate make use of a bank account or petty cash during the election period?		13	

Questionnaire to Assist in the Preparation of the Financial Return

"Yes" answers to questions 1, 2, 4, and 11 indicate possible contraventions of the *Political Process Financing Act* . "No" answers to all other questions indicate possible contraventions of the *Act.* Refer to the section of the *Act* indicated. Further assistance may be obtained from Elections New Brunswick.

	Yes	No	P.P.F.A. Reference
1. Were official receipts issued for donations not considered contributions under the *Act* ; e.g. contributions of personal services or use of vehicle?			2(1)(a); 2(1)(g)
2. Has the total value of all contributions (cash and property or services) made by any individual, corporation, or trade union exceeded $6,000 in the year?			39(1)
3. Were non-monetary contributions valued at fair market value; i.e. contributions "in kind"?			39(3)
4. Has an individual become surety or guarantor for the candidate for a total amount in excess of $6,000?			40
5. Were all contributions made to the Official Representative of the candidate?			42; 43
6. Were all contributions of money of more than $100 made by cheque, credit or debit card, or other order of payment and were such payments made payable to the registered independent candidate?			44(1); 44(2)
7. Were all contributions of money deposited with a chartered bank, trust company or credit union?			45
8. Were Official Receipts issued for all contributions?			46
9. Were all contributions made contrary to the *Act* returned to the contributor or otherwise to the Supervisor?			47(1)
10. Were all anonymous contributions returned to the contributor or otherwise to the Supervisor?			47(2)
11. Have broadcasting or advertising non-election expenditures exceeded $2,000?			50

Schedule 10, Non-Election Expeditures

	Yes	No
1. Include copies of invoices for all non-election expenditures of more than $100.		
2. Include a copy of the invoice and the advertisement or promotional material for each such expenditure regardless of the dollar amount.		
3. Group the invoices to correspond with the category indicated on the Schedule.		

APPENDIX A

MONETARY CONTRIBUTIONS TOTALLING $100 OR LESS PER INDIVIDUAL

PPFA, subsection 58(1)(c)

Pursuant to subsection 63(2) of the *PPFA*, the information on this schedule will not be made available for public inspection.

Name of contributor (surname first)	Address	Receipt No.	Amount

Total (Carry forward to Page 2) - $ -