

**Joint Annual Financial Return for Registered District Association and  
Electoral Financial Return for Candidate**  
*(Political Process Financing Act, R.S.N.B. c. P-9.3, s. 60)*



**P 04 923**  
(2016-03-02)

For the reporting period from \_\_\_\_\_ to \_\_\_\_\_  
Date Date

Number and name of registered district association \_\_\_\_\_ Official representative \_\_\_\_\_

Complete mailing address including postal code \_\_\_\_\_

Telephone # (day) \_\_\_\_\_ Tel. # (evening) \_\_\_\_\_ Cellular # \_\_\_\_\_ Fax # \_\_\_\_\_ E-mail address \_\_\_\_\_

Indicate location of books and records, if different from above \_\_\_\_\_

**NOTE:** If someone else has prepared this return for you, please indicate their name and telephone number below:  
\_\_\_\_\_  
\_\_\_\_\_

(X)	<b>Required supporting documentation:</b>
<input type="checkbox"/>	Bank statements & investment certificates
<input type="checkbox"/>	Detailed deposit slips with donors' names
<input type="checkbox"/>	Check stubs and/or Transfer Reports from Party
<input type="checkbox"/>	Loan agreements
<input type="checkbox"/>	Expenditure invoices greater than \$100

**STATEMENT OF CASH FLOWS**

<b>Schedule</b>		
<b>Sources of Cash</b>		
1	Membership Dues (\$25 or less)	\$ -
2	Registration Fees at Political Conventions (\$25 or less)	\$ -
3	Entrance Fees and Profits from Fundraising Activities (\$10 or less per ticket)	\$ -
4	Auctions (net amount retained by Association)	\$ -
5	Other Income	\$ -
6	Contributions of Property and Services	\$ -
6.1	Transfers from Party, Associations, and Candidate	\$ -
9	Proceeds from Loans	\$ -
11	Monetary Contributions Deposited	\$ -
11.1	Additional Accounts Payable	\$ -
11.2	Payments Received on Accounts Receivable	\$ -
	<b>Sub-total</b>	\$ -
<b>Uses of Cash</b>		
7	Election Expenses of Candidate	\$ -
8	Transfers to Party, Associations, and Candidate	\$ -
9	Payments on Loans	\$ -
10	Non-Election Expenditures	\$ -
11	Monetary Contributions Remitted to Party	\$ -
11.1	Payments Made on Accounts Payable	\$ -
11.2	Additional Accounts Receivable	\$ -
	<b>Sub-total</b>	\$ -
	<b>Net Increase (Decrease) in Cash Position</b>	\$ -
12	<b>Cash Position, beginning of period</b>	\$ -
	<b>Cash Position, end of period</b> (carry back to Schedule 13)	<b>Total</b> \$ -

**DECLARATION**

I, \_\_\_\_\_, have prepared the financial return, including supporting schedules, for  
(name of official representative)  
the \_\_\_\_\_  
(name of registered district association)

for the reporting period noted above 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 of official representative

**PUBLIC INSPECTION**

Pursuant to section 14 of the *Political Process Financing Act*, this document is available for public inspection during the normal office hours of Elections New Brunswick. It may also be posted on the Internet at [www.electionsnb.ca](http://www.electionsnb.ca).

<b>SCHEDULE 1 MEMBERSHIP DUES</b> [paragraph 58(1)(d)]				
<i>Note:</i> Amounts must not be more than \$25 in each case.				
Individual dues	Total dues collected	Less: Remitted to Party	Unremitted to Party (Schedule 11.1)	Amount reported by Ass'n.
_____	_____	_____	_____	_____
(Carry forward to Page 1) <b>TOTAL</b>				<b>\$ -</b>

<b>SCHEDULE 2 REGISTRATION FEES AT POLITICAL CONVENTIONS</b> [paragraph 58(1)(e)]					
<i>Note:</i> Amounts must not be more than \$25 in each case.					
Date held	Location	Purpose	Total fees collected	Deduct fees remitted to Party	Amount reported by Ass'n.
_____	_____	_____	_____	_____	\$ -
_____	_____	_____	_____	_____	\$ -
_____	_____	_____	_____	_____	\$ -
_____	_____	_____	_____	_____	\$ -
(Carry forward to Page 1) <b>TOTAL</b>					<b>\$ -</b>

<b>SCHEDULE 3 ENTRANCE FEES TO A POLITICAL ACTIVITY OR DEMONSTRATION</b> [paragraph 58(1)(f)]			
<b>Summary:</b>			
Schedule 3A: Fundraising Activity A	Profit retained by Association (carried from below)	\$	-
Schedule 3B: Fundraising Activity B	Profit retained by Association (carried from Page 3)	\$	-
Schedule 3C: Fundraising Activity C	Profit retained by Association (carried from Page 3)	\$	-
(Carry forward to Page 1) <b>TOTAL</b>			<b>\$ -</b>

<b>Schedule 3A: Fundraising Activity A</b>				
Title of activity	_____	Date held	_____	
Nature of activity	_____	Location	_____	
<b>Revenue</b>				
<b>Monetary</b>	Fee or ticket description	Individual fees or ticket prices	Number of participants or tickets sold	Amount
Rate/Price 1	_____	_____	_____	\$ -
Rate/Price 2	_____	_____	_____	\$ -
Rate/Price 3	_____	_____	_____	\$ -
<b>Sub-total</b>			<b>0</b>	<b>\$ -</b>
<b>Property and Services</b>				
Donations in kind (from total of donated items below)				\$ -
<b>Total Revenue</b>				<b>\$ -</b>
<b>Less: Direct Costs, including donated items</b>				
Date	Supplier	Nature of expense		
_____	_____	_____		_____
_____	_____	_____		_____
_____	_____	_____		_____
_____	_____	_____		_____
_____	_____	_____		_____
_____	_____	_____		_____
<i>Donated items:</i>				
_____	_____	_____		_____
_____	_____	_____		_____
Direct costs per ticket		\$ -	0	\$ -
<b>Profit</b>				<b>(A) \$ -</b>
<b>Profit per Ticket</b>				
Rate/Price 1	\$		-	
Rate/Price 2	\$		-	
Rate/Price 3	\$		-	
<b>Contribution Amount to be Remitted to Party</b>				
<i>Note:</i> If profit per ticket is greater than \$10, remit the applicable profit to Party. Confirm calculations with Party's financial officer.				
Amount remitted to Party				_____
Amount to be remitted to Party (include in Accounts Payable, Schedule 11.1)				_____
<b>Total Contribution Amount</b>				<b>(B) \$ -</b>
<b>Profit Retained by Association</b>				Carry above to Schedule 3 summary (A) - (B) <b>\$ -</b>

**Schedule 3B: Fundraising Activity B**

Title of activity \_\_\_\_\_ Date held \_\_\_\_\_  
 Nature of activity \_\_\_\_\_ Location \_\_\_\_\_

**Revenue**

<b>Monetary</b>	Fee or ticket description	Individual fees or ticket prices	Number of participants or tickets sold	Amount
Rate/Price 1	_____	_____	_____	\$ -
Rate/Price 2	_____	_____	_____	\$ -
Rate/Price 3	_____	_____	_____	\$ -
			<b>Sub-total</b>	<b>0</b>
				<b>\$ -</b>

**Property and Services**

Donations in kind (from total of donated items below) \_\_\_\_\_ **Total Revenue** **\$ -**

**Less: Direct Costs, including donated items**

Date	Supplier	Nature of expense		
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
<i>Donated items:</i>			_____	_____
			_____	_____
			_____	_____
Direct costs per ticket			\$ -	0
				<b>(A) \$ -</b>

**Profit**

**Profit per Ticket**

Rate/Price 1	\$ -
Rate/Price 2	\$ -
Rate/Price 3	\$ -

**Contribution Amount to be Remitted to Party**

Note: If profit per ticket is greater than \$10, remit the applicable profit to Party. Confirm calculations with Party's financial officer.

Amount remitted to Party \_\_\_\_\_  
 Amount to be remitted to Party (include in Accounts Payable, Schedule 11.1) \_\_\_\_\_  
**Total Contribution Amount** **(B) \$ -**  
**Profit Retained by Association** Carry above to Schedule 3 summary **(A) - (B) \$ -**

**Schedule 3C: Fundraising Activity C**

Title of activity \_\_\_\_\_ Date held \_\_\_\_\_  
 Nature of activity \_\_\_\_\_ Location \_\_\_\_\_

**Revenue**

<b>Monetary</b>	Fee or ticket description	Individual fees or ticket prices	Number of participants or tickets sold	Amount
Rate/Price 1	_____	_____	_____	\$ -
Rate/Price 2	_____	_____	_____	\$ -
Rate/Price 3	_____	_____	_____	\$ -
			<b>Sub-total</b>	<b>0</b>
				<b>\$ -</b>

**Property and Services**

Donations in kind (from total of donated items below) \_\_\_\_\_ **Total Revenue** **\$ -**

**Less: Direct Costs, including donated items**

Date	Supplier	Nature of expense		
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
<i>Donated items:</i>			_____	_____
			_____	_____
			_____	_____
Direct costs per ticket			\$ -	0
				<b>(A) \$ -</b>

**Profit**

**Profit per Ticket**

Rate/Price 1	\$ -
Rate/Price 2	\$ -
Rate/Price 3	\$ -

**Contribution Amount to be Remitted to Party**

Note: If profit per ticket is greater than \$10, remit the applicable profit to Party. Confirm calculations with Party's financial officer.

Amount remitted to Party \_\_\_\_\_  
 Amount to be remitted to Party (include in Accounts Payable, Schedule 11.1) \_\_\_\_\_  
**Total Contribution Amount** **(B) \$ -**  
**Profit Retained by Association** Carry above to Schedule 3 summary **(A) - (B) \$ -**

**SCHEDULE 4 AUCTIONS** [paragraph 58(1)(n)]  
**Note:** Attach the Auction Summary Report or Batch Report as provided by your Party; i.e. items auctioned, successful bidders, bids, retail value of donated items, calculations of contributions, etc.  
**Note:** The Amount reported by the Association should be nil.

Date of auction	Description/Location	Total proceeds from auction	Less: Items purchased	Less: Amount due to Party		Amount reported by Ass'n
				Remitted	Unremitted (Schedule 11.1)	
_____	_____	_____	_____	_____	_____	\$ -
_____	_____	_____	_____	_____	_____	\$ -
		\$ -	\$ -	\$ -	\$ -	
(Carry forward to Page 1) <b>TOTAL</b>						\$ -

**SCHEDULE 5 OTHER INCOME** [paragraph 58(1)(n)]  
**Note:** Include interest, sale of promotional items, funds from Women's Associations, etc.

Date	Source	Nature of event	Amount
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
(Carry forward to Page 1) <b>TOTAL</b>			\$ -

**SCHEDULE 6 CONTRIBUTIONS OF PROPERTY AND SERVICES** [paragraph 58(1)(b)]  
**Note:** Property and services "donated in kind" to the Association must be reported to the Party for receipting purposes; however, do not include any such contributions reported by the official agent of your candidate on his or her electoral financial return.

Date	Source	Description	Amount
Schedule 10	Non-Election Expenditures	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
(Carry forward to Page 1) <b>TOTAL</b>			\$ -

**SCHEDULE 6.1 TRANSFERS FROM PARTY, ASSOCIATIONS, AND CANDIDATE** [paragraph 58(1)(k)]  
**Note:** Specify nature of transfer; e.g. contributions returned from Party, election expenses reimbursement, balance of election account, etc.

Date	Source	Nature of transfer	Amount
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
(Carry forward to Page 1) <b>TOTAL</b>			\$ -

**SCHEDULE 8 TRANSFERS TO PARTY, ASSOCIATIONS, AND CANDIDATE** [paragraph 58(1)(k)]  
**Note:** Do not include remittances of monetary contributions due to Party (see Schedule 11).  
**Note:** Include election expenses paid on behalf of official agent of candidate.

Date	Recipient	Nature of transfer	Amount
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
(Carry forward to Page 1) <b>TOTAL</b>			\$ -

**SCHEDULE 9 LOANS** [paragraph 58(1)(l)]  
**Note:** Include loans, lines of credit, and any other borrowings.  
**Attach supporting schedules if more than one loan.**

Name and address of lender \_\_\_\_\_  
Term or demand loan, interest rate, etc. \_\_\_\_\_  
Name and address of guarantor(s) and amount of guarantee(s) \_\_\_\_\_

Loan(s) outstanding, beginning of period \$ -

Date	Nature of transaction	Proceeds	Payments
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
(Carry forward to Page 1) <b>TOTALS</b>		\$ -	\$ -
Loan(s) outstanding, end of period			\$ -

**SCHEDULE 10: NON-ELECTION EXPENDITURES** *[paragraph 58(1)(m)]*

Meetings, monthly & annual	Office and administration	Travel, meals, and accommodation	Bank service charges	Interest on borrowings	"Political" advertising (limited to \$2,000)	"Non-political" advertising (unlimited)	Promotional events e.g. BBQs	Riding celebrations e.g. Christmas	Charitable & community donations	Nominating convention costs	Other (provide explanation)	Explanation
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	<b>TOTALS</b>
												= \$ - <b>GRAND TOTAL</b> (Carry forward to Page 1)

**SCHEDULE 11 MONETARY CONTRIBUTIONS DUE TO PARTY** [paragraphs 58(1)(c) and (g)]

Note: Monetary contributions must be remitted to Party for issuing receipts.

		Amount
Monetary contributions owed to Party, beginning of period		_____
Add:		
Date of deposit	Number of contributions deposited	
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
<b>Sub-total</b>	0	(Carry forward to Page 1, Sources of Cash) <b>Sub-total</b> \$ -
Subtract:		
Date	Remittances to Party	
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
		(Carry forward to Page 1, Uses of Cash) <b>Sub-total</b> \$ -
Monetary contributions owed to Party, end of period		<u>\$ -</u>

**SCHEDULE 11.1 ACCOUNTS PAYABLE** [paragraph 58(1)(m)]

Note: Include unremitted contribution element of fundraising activities and auctions.

		Amount
Accounts payable, beginning of period		_____
Add:		
Date	Additional accounts payable	
Schedule 1	Unremitted membership dues	\$ -
Schedule 3A	Unremitted contribution portion from Fundraising Activity A	\$ -
Schedule 3B	Unremitted contribution portion from Fundraising Activity B	\$ -
Schedule 3C	Unremitted contribution portion from Fundraising Activity C	\$ -
Schedule 4	Unremitted contribution portion from Auctions	\$ -
_____	_____	_____
_____	_____	_____
		(Carry forward to Page 1, Sources of Cash) <b>Sub-total</b> \$ -
Subtract:		
Date	Payments made on accounts payable	
_____	_____	_____
_____	_____	_____
_____	_____	_____
		(Carry forward to Page 1, Uses of Cash) <b>Sub-total</b> \$ -
Accounts payable, end of period		<u>\$ -</u>

**SCHEDULE 11.2 ACCOUNTS RECEIVABLE** [paragraph 58(1)(k)]

Note: Include money loaned to Party and other Associations.

		Amount
Accounts receivable, beginning of period		_____
Add:		
Date	Additional accounts receivable	
_____	_____	_____
_____	_____	_____
_____	_____	_____
		(Carry forward to Page 1, Uses of Cash) <b>Sub-total</b> \$ -
Subtract:		
Date	Payments received on accounts receivable	
_____	_____	_____
_____	_____	_____
_____	_____	_____
		(Carry forward to Page 1, Sources of Cash) <b>Sub-total</b> \$ -
Accounts receivable, end of period		<u>\$ -</u>

**SCHEDULE 12 CASH POSITION, BEGINNING OF PERIOD** [subsection 58(1)]

Note: Obtain reconciled amounts from prior period's financial return.

Account	Financial Institution	Account Number	Amount
<b>Operating Account</b>	_____	_____	_____
<b>Shares in Financial Institution</b>	_____	_____	_____
<b>Savings Account</b>	_____	_____	_____
<b>Investments &amp; GICs</b>	_____	_____	_____
<b>Petty Cash</b>	_____	_____	_____
(Carry forward to Page 1) TOTAL			<u>\$ -</u>

**SCHEDULE 13 CASH AND BANK RECONCILIATIONS, END OF PERIOD** [subsection 58(1)]

			Amount
<b>Operating Account Balance</b>			
Balance per bank statement, end of period			_____
Add: Outstanding deposits (clearing bank in subsequent period)			
Date	Source		
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
<b>Sub-total</b>			<u>\$ -</u>
Subtract: Outstanding cheques (clearing bank in subsequent period)			
Cheque #	Date	Payee	
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
<b>Sub-total</b>			<u>\$ -</u>
<b>Reconciled Total</b>			<u>\$ -</u>
<b>Shares in Financial Institution</b>			
Balance per bank statement, end of period			<b>Total</b> _____
<b>Savings Account Balance</b>			
Balance per bank statement, end of period			<b>Total</b> _____
<b>Investments &amp; GICs (Guaranteed Investment Certificates)</b>			
Description (Date of Purchase, Date of Maturity, Interest Rate, etc.)			Amount
_____			_____
_____			_____
<b>Total</b>			<u>\$ -</u>
<b>Petty Cash</b>			
Held by _____			Amount
Held by _____			_____
<b>Total</b>			<u>\$ -</u>
<b>Bank and Cash on Hand, end of period</b>			<b>Grand Total (A)</b> <u>\$ -</u>
<b>Cash Position, end of period (from Page 1)</b>			<b>(B)</b> <u>\$ -</u>
<b>Difference</b>			<b>(C)</b> <u>\$ -</u>

If (C) is not nil, please explain the difference.

\_\_\_\_\_  
 \_\_\_\_\_

**QUESTIONNAIRE**

**REQUIRED SCHEDULES**

(Enter an "X" below)

For each question answered "YES", the associated Schedule must be completed.

**Yes    Schedule    No**

1.	Has the association received funds from the following sources during the period:	<input type="checkbox"/>	<b>1</b>	<input type="checkbox"/>
1.1	Membership dues	<input type="checkbox"/>	<b>1</b>	<input type="checkbox"/>
1.1.1	Were all membership dues remitted to the Party?	<input type="checkbox"/>	<b>1</b>	<input type="checkbox"/>
1.2	Registration fees at political conventions	<input type="checkbox"/>	<b>2</b>	<input type="checkbox"/>
1.3	Entrance fees to a political activity and Fundraising activities	<input type="checkbox"/>	<b>3</b>	<input type="checkbox"/>
1.3.1	Were details of the fundraising activities communicated to the party for issuance of receipts?	<input type="checkbox"/>	<b>3</b>	<input type="checkbox"/>
2.	Did the association receive income from an Auction as a fundraising activity?	<input type="checkbox"/>	<b>4</b>	<input type="checkbox"/>
2.1	Were full details of the auctioned items communicated to the party for issuance of receipts; i.e. successful bids, retail value of donated items, and calculations of contributions and remittances thereof?	<input type="checkbox"/>	<b>4</b>	<input type="checkbox"/>
3.	Did the association receive other income during the period; e.g. interest on investments, sale of promotional items, funds from Women's Associations, etc.?	<input type="checkbox"/>	<b>5</b>	<input type="checkbox"/>
4.	Did the association receive contributions of property and services ("donations in kind") during the period?	<input type="checkbox"/>	<b>6</b>	<input type="checkbox"/>
5.	Did the association receive funds transferred FROM the Party, other district associations, or the official agent of a candidate during the period?	<input type="checkbox"/>	<b>6.1</b>	<input type="checkbox"/>
6.	Did the association transfer funds TO the Party, other district associations, or an official agent of a candidate during the period?	<input type="checkbox"/>	<b>8</b>	<input type="checkbox"/>
6.1	Did the association pay any election expenses on behalf of a candidate's official agent?	<input type="checkbox"/>	<b>8</b>	<input type="checkbox"/>
7.	Has the association held, acquired, or repaid loans during the period?	<input type="checkbox"/>	<b>9</b>	<input type="checkbox"/>
8.	Did the association incur non-election expenditures during the period?	<input type="checkbox"/>	<b>10</b>	<input type="checkbox"/>
9.	At any time during the period, did the association hold in its bank account monetary contributions due to be remitted to the Party?	<input type="checkbox"/>	<b>11</b>	<input type="checkbox"/>
10.	Did the association have accounts payable outstanding at the beginning or end of the period, including the contribution portion from fundraising activities and auctions due to be remitted to the Party?	<input type="checkbox"/>	<b>11.1</b>	<input type="checkbox"/>
11.	Did the association have accounts receivable outstanding at the beginning or end of the period, including funds loaned to the Party or another association?	<input type="checkbox"/>	<b>11.2</b>	<input type="checkbox"/>
12.	At the beginning of the period, did the association hold an operating or savings bank account, shares in a financial institution, investments, petty cash, or funds on deposit with its political party?	<input type="checkbox"/>	<b>12</b>	<input type="checkbox"/>
13.	At the end of the period, did the association hold an operating or savings bank account, shares in a financial institution, investments, petty cash, or funds on deposit with its political party?	<input type="checkbox"/>	<b>13</b>	<input type="checkbox"/>

**POSSIBLE CONTRAVENTIONS OF THE ACT**

A "NO" answer to a question indicates a possible contravention of the *Political Process Financing Act*. Please refer to the section of the Act indicated with each question. Further assistance may be obtained from your Party or Elections New Brunswick.

(Enter an "X" below)

**Yes    No    N/A**

1.	If the association has received contributions of property and services ("donations in kind"), have these contributions been valued at retail value? [39(3)]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.	For each individual who has become surety or a guarantor for the association's liabilities, has the amount of each individual's guarantee been limited to \$6,000? [40]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.	Have all contributions of money of more than \$100 been by way of cheque, credit or debit card, or other order of payment and have all such payments been made payable to the registered political party or registered district association? [44(1) and (2)]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.	Have all contributions of money been deposited with a chartered bank, trust company or credit union, or forwarded to the official representative of the Party for deposit? [42, 45]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.	Have interim receipts been issued for monetary contributions, and have all details been communicated to the Party so that receipts may be issued for all contributions? [46]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6.	Have all contributions made contrary to the Act been returned to the contributor (when their identity was known) or otherwise to the Supervisor of Political Financing? [47(1)]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7.	Have all anonymous contributions been returned to the contributor (if their identity was known) or otherwise to the Supervisor of Political Financing? [47(2)]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8.	Have non-election advertising expenditures of a "political" nature been limited to \$2,000? [50]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>





**IDENTIFICATION**

For the election period from \_\_\_\_\_ to \_\_\_\_\_  General election  
Date of writ Date of ordinary poll  By-election

For the reporting period from \_\_\_\_\_ to \_\_\_\_\_  
Date Date

Electoral district (number and name) \_\_\_\_\_ Party / Independent \_\_\_\_\_ Candidate (name) \_\_\_\_\_

Official agent (name and mailing address) \_\_\_\_\_

Telephone (day) \_\_\_\_\_ Telephone (evening) \_\_\_\_\_ Telephone (mobile) \_\_\_\_\_ Fax \_\_\_\_\_ Email address \_\_\_\_\_

Location of books and records, if different from above \_\_\_\_\_

**NOTE:** If someone else has prepared this return for you,  
 please indicate their name and telephone number:

\_\_\_\_\_

(X)


**The following documents must be submitted with this return:**  
 Proof of contributions of goods & services  
 Expenditure invoices greater than \$100

**DECLARATION**

I, \_\_\_\_\_, have prepared this electoral financial return for  
Name of official agent  
 \_\_\_\_\_ for the reporting period noted above and in accordance with the  
Name of candidate

*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.

\_\_\_\_\_  
 Signature of official agent

**SWORN TO** at \_\_\_\_\_ in the County of \_\_\_\_\_  
Community County

and the Province of New Brunswick this \_\_\_\_\_ day of \_\_\_\_\_, A.D. \_\_\_\_\_  
Day Month Year

BEFORE ME \_\_\_\_\_ My Commission expires \_\_\_\_\_  
Commissioner of Oaths Date

**SCHEDULE 7 SUMMARY STATEMENT OF ELECTION EXPENSES**

Amount

7.1	Election Advertising	\$	-
7.2	Office and Administration	\$	-
7.3	Transportation, Lodging, and Food	\$	-
7.4	Rallies and Meetings (other than nominating convention)	\$	-
7.5	Salaries, Wages and Honoraria	\$	-
7.6	Election Day Expenses	\$	-
7.7	Unreimbursed Personal Expenses of Candidate	\$	-
7.8	Excessive Nominating Convention Expenses	\$	-
7.9	Other Election Expenses	\$	-

(Carry forward to Page 1) **ELECTION EXPENSES** \$ -

**7.10** Claims for Election Expenses Contested by Official Agent \$ -

Election Expenses Limit (as provided by Elections New Brunswick) \_\_\_\_\_

**Reimbursement of Election Expenses**

If the candidate received 15% or more of the valid votes cast in the electoral district, the candidate is entitled to a reimbursement of a portion of his or her election expenses.

**(A)** Candidate's percentage of valid votes cast in the electoral district (as provided by Elections New Brunswick) \_\_\_\_\_

	Reference		Amount
<b>(B)</b> Eligible election expenses			
Election expenses	Above	\$	-
Less: Contributed property and services	Below	\$	-
		\$	-

**(C)** Potential reimbursement amount (as provided by Elections New Brunswick) \_\_\_\_\_

**(D)** Reimbursement of election expenses (lesser of (B) and (C)) **Amount** \$ -

**CONTRIBUTIONS OF PROPERTY AND SERVICES TO ELECTION CAMPAIGN**

Goods and services donated "in kind" to the election campaign must be included in the election expenses of the candidate on Schedule 7.

Donations "in kind" must also be reported as a "contribution of property and services" on Schedule 6. As provided in subsection 39(3) of the *Political Process Financing Act*, they must be valued at retail value.

Any person who accepts for election expenses a price less than his regular price for similar work, merchandise or services outside the election period is deemed to have made a contribution equal in value to the difference between his regular price and the price accepted [subsection 72(2)]. This contribution must be reported below.

Personal expenses of the candidate that are not reimbursed by the official agent are deemed to be contributions of property and services [subsection 71(2.2)]. (This requirement does not apply to expenses of the candidate for lodging, food, and transportation.)

To ensure all contributions of property and services are identified, contact the official representative of your registered district association. Official receipts will be issued by your Party.

Schedule #	Contributor's name and mailing address	Description of donated property or service	Amount
7.7	Candidate	Unreimbursed personal expenses	\$ -
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
(Carry above to calculation (B) and carry forward to Schedule 6) <b>TOTAL</b>			\$ -

**SCHEDULE 7.1 ELECTION ADVERTISING**

Election advertising is used during the election period, and includes all expenditures incurred before an election period for literature, objects or materials of an advertising nature used during the election period for such purposes. Election advertising includes all costs of design, production, and distribution of the advertising, including postage.

Chq	Supplier	Nature of expense	Amount
		(Carry forward to Schedule 7) <b>TOTAL</b>	<b>\$ -</b>

**SCHEDULE 7.2 OFFICE AND ADMINISTRATION**

Office and administration expenses includes office rent, telecommunications, printing (other than advertising), paper, office supplies, and rental or purchase of computers, printers, and fax machines, etc.

Chq	Supplier	Nature of expense	Amount
		(Carry forward to Schedule 7) <b>TOTAL</b>	<b>\$ -</b>

**SCHEDULE 7.3 TRANSPORTATION, LODGING, AND FOOD**

Include expenses for which individuals, including the candidate, are reimbursed. A candidate's unreimbursed expenses for transportation, lodging, and food are not election expenses. A candidate's unreimbursed other personal expenses are reported on Schedule 7.7.

Chq	Individual travelling or supplier	Nature of expense	Amount
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
(Carry forward to Schedule 7) <b>TOTAL</b>			<b>\$ -</b>

**SCHEDULE 7.4 RALLIES AND MEETINGS** (Other than nominating convention)

Chq	Supplier	Nature of expense	Amount
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
(Carry forward to Schedule 7) <b>TOTAL</b>			<b>\$ -</b>

**SCHEDULE 7.5 SALARIES, WAGES, AND HONORARIA**

Include payments to individuals serving as campaign chairperson, office workers, etc. Report payments to poll workers on Schedule 7.6, Election Day Expenses.

Chq	Name and title of individual	Nature of expense	Amount
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
(Carry forward to Schedule 7) <b>TOTAL</b>			<b>\$ -</b>

**SCHEDULE 7.6 ELECTION DAY EXPENSES**

If a poll captain is provided with funds to operate their poll, attach an itemized statement of election day expenses signed by the poll captain; e.g. payments to poll workers, drivers and transportation, meals, etc.

Do not include expenditures related to celebrations held after the close of polls. Such expenditures are reported on Schedule 8, Non-Election Expenditures.

Chq	Name of individual or supplier	Nature of expense	Amount
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
(Carry forward to Schedule 7) <b>TOTAL</b>			<b>\$ -</b>

**SCHEDULE 7.7 UNREIMBURSED PERSONAL EXPENSES OF CANDIDATE**

A candidate may incur his or her own personal expenses which constitute election expenses up to a total of \$2,000 during the election period; e.g. clothing [subsection 71(1)]. If the candidate is reimbursed for these personal expenses, report them on the appropriate election expense schedule. If the candidate is not reimbursed, report them below. (Note that expenses for transportation, lodging, and meals are addressed on Schedule 7.3.)

The candidate is also deemed to have made a contribution equal in value to the amount of the expenses reported below. This contribution is reported on Schedule 7.

Supplier	Nature of expense	Amount
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
<b>(Carry forward to Schedule 7) TOTAL</b>		<b>\$ _____ -</b>

**SCHEDULE 7.8 EXCESSIVE NOMINATING CONVENTION EXPENSES**

Reasonable costs incurred in relation to holding a convention for the selection of a candidate for an electoral district during an election period are considered non-election expenditures. If paid by the official agent of a candidate, these expenditures should be reported on Schedule 8. Reasonable expenses include: the cost of renting a hall for the convention; the cost of advertising the date, place, time, program and organizers of the convention; the cost of the convening of delegates to the convention; the cost of providing refreshments and entertainment for those attending the convention; the expenses of up to \$1,000 of the candidate selected at the convention; and the reasonable expenses of all other candidates at the convention [subsection 67(4)].

All other costs of a nominating convention held during the election period are considered excessive and are deemed to be election expenses of the candidate selected. Such expenses shall be deemed to have been incurred by the official agent of the candidate. Report such excessive nominating convention expenses below.

Chq	Name and address of supplier	Nature of expense	Amount
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
<b>(Carry forward to Schedule 7) TOTAL</b>			<b>\$ _____ -</b>

**SCHEDULE 7.9 OTHER ELECTION EXPENSES**

Report other election expenses below; e.g. interest and bank charges during the election period. Non-election expenditures should be reported on Schedule 8.

Chq	Supplier	Nature of expense	Amount
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
<b>(Carry forward to Schedule 7) TOTAL</b>			<b>\$ _____ -</b>

**SCHEDULE 7.10 CLAIMS FOR ELECTION EXPENSES CONTESTED BY OFFICIAL AGENT**

Every person to whom an amount is due for election expenses shall present his claim to the official agent not more than 45 days following polling day. Otherwise, such person shall forfeit the right to recover the claim [subsection 76(1)].

Where an official agent contests or fails to pay any claim for election expenses allegedly incurred by the official agent or by a person authorized by him or her, the claim shall be deemed to be a contested claim. The claimant may bring an action in any court of competent jurisdiction to recover the claim [subsection 91(1)]. Claims for election expenses contested by the official agent should be reported below [subsection 81(1)].

(The particulars of any subsequent payment, including a payment in consequence of a judgment of any court, on any claim for election expenses allegedly incurred by an official agent or a person authorized by him or her and previously listed as contested shall be disclosed forthwith to the Supervisor [section 84]. Such communication would occur subsequent to filing this Return.)

Date	Supplier	Nature of expense	Amount
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
(Carry forward to Schedule 7) <b>TOTAL</b>			\$ _____ -

**NON-ELECTION EXPENDITURES**

The following items are considered non-election expenditures and should be reported on Schedule 10:

- Advertising expenses incurred due to vandalism, theft, or destruction and exempted by the Supervisor;
- Candidate's nomination deposit [paragraph 67(2)(e)];
- Post-election celebrations;
- Interest on loans outside the election period;
- Bank service charges outside the election period;
- Reasonable costs of nominating conventions (excessive costs on Schedule 7.8) [subsection 67(4)]; and
- Other post-election expenditures.