

DECLARATION

STEP 1

Party name:

CONSERVATIVE PARTY OF NEW ZEALAND

Party secretary name:

KEVIN STITT

STEP 2

TOTAL PARTY DONATIONS

Complete Parts A to G on pages 2 to 10 if you have any donations to declare.

Write 'NIL' if you have **NO** donations, or contributions to a donation, in Parts A to G

Part A: Party donations of more than \$15,000

\$ 17,405.26

Part C: Anonymous party donations of more than \$1,500

\$ 0.00

Part D: Overseas party donations of more than \$1,500

\$ 0.00

Part F: Donations protected from disclosure

\$ 0.00

Part G: Other party donations up to \$15,000

\$ 44,622.00

Total (A + C + D + F + G)

\$ 62,027.26

STEP 3

TOTAL PARTY LOANS

Complete Parts H and I on pages 11 to 12 if you have any loans to declare.

Write 'NIL' if you have **NO** loans to declare

Part H: Party loans exceeding \$15,000

\$ 0.00

Part I: Party loans between \$1,500 - \$15,000

\$ 0.00

Total (H + I)

\$ 0.00

STEP 4

I declare that to the best of my knowledge this return contains all donations and loans information required pursuant to sections 210 and 214C of the Electoral Act 1993, is an accurate record of the party donations and loans and is not false in any material particular.

SIGNATURE



DATE: DD / MM / YYYY

30/04/2018

SAVE AS

PRINT

COMPLETING THE RETURN

Where you have completed the return electronically you will need to print the return.

If you complete the return electronically the totals in each part will be automatically added up for you, as well as the totals on this page of the return.

If you do not have any donations and/or loans to declare enter 'NIL' in step 2 and/or step 3 on this page before completing the declaration at step 4.

CHECKLIST

- Step 1 completed
- Parts A to I completed or NIL entered at step 2 and or step 3
- Party secretary signed and dated the return
- All relevant supporting documentation supplied to auditor
- Auditor stamped or initialled the front page
- Auditor's report enclosed
- Representation letter enclosed, if used

FILING THE RETURN

The return needs to be signed and dated by the party secretary and the auditor must stamp or initial the front page of the return. The signed return and the auditor's report must be received by the Electoral Commission by **Monday, 30 April 2017**.

The return can be filed:

- by post to PO Box 3220, Wellington 6140
- delivered to Level 10, 34-42 Manners Street, Wellington
- by email to: enquiries@elections.govt.nz

Reminder: the returns are open to public inspection and will be published on www.elections.org.nz.

Further information on party donations and loans is available in the *Party Secretary Handbook - General Election 2017*.

AUDITOR

Auditor stamp or initial

INTEGRITY AUDIT

DONATIONS Complete Parts A to G

Party Donations

A party donation is a donation of money, goods or services that is made to a party. A party donation includes:

- where a party is provided with goods or services free of charge that have a reasonable market value of more than \$1,500
- where a party is provided with discounted goods or services and the reasonable market value of the goods or services is greater than \$1,500, the difference between the contract or agreed price and the reasonable market value of the goods or services is a donation
- when a party sells over-valued goods or services, the difference between the price paid and the reasonable market value is a donation (for example a fundraising auction or dinner)

- where credit is provided to a party on more favourable terms than those prevailing at the same time for similar credit, the value of the favourable terms is a donation.

The following are not a party donation:

- volunteer labour
- goods or services provided free of charge to a party, or to any person on the party's behalf, that have a reasonable market value of \$1,500 or less, or
- a candidate donation that is included in a candidate's return of donations.

PART A: PARTY DONATIONS OF MORE THAN \$15,000

Instruction for Part A – Donations over \$15,000

Party donations of more than \$15,000 (including GST) received during 2017 are required to be declared in **Part A**, including a series of donations received from the same donor during the year that add up to more than \$15,000. Also include those donations exceeding \$30,000 received during the year and reported under section 210C.

Do not include in **Part A** contributions to donations, anonymous or overseas donations, donations protected from disclosure, or donations not exceeding \$15,000 (see **Parts B, C, D, E, F and G**).

You need to record the name and street address of the donor, the date the donation was received and the amount received from the donor. Where you have received a number of donations from the same donor you should include each date on which a donation was received from the donor and the aggregated total from the donor. You also need to confirm whether any person (other than the donor) has contributed more than \$15,000 to the donation. Contributions of more than \$15,000 must be disclosed in **Part B** (or **Part E** for overseas contributors). Contributions of \$15,000 or less do not have to be included in the return.

WRITE 'NIL' IF YOU HAVE NO DONATIONS TO DECLARE HERE:

NIL

TOTAL FOR PART A

\$ 17,405.26

	Donor's name and street address	Date donation or aggregated donations received dd/mm/yyyy	Does the donation contain contributions from another person of more than \$15,000? Enter YES or NO	Amount of donation or total aggregated donations (including GST) \$0.00
1	L BAKER, 411 Dixon's Rd, Rangiora	02/02/2017	no	\$ 5,000.00
2		04/05/2017		\$ 100.00
3		07/08/2017		\$ 2,000.00
4		Monthly AP		\$ 180.00
5		Campaign Period		\$ 10,125.26
6				
7				
8				
9				
10				
11				
12				

INTEGRITY AUDIT

PART A: PARTY DONATIONS OF MORE THAN \$15,000

Donor's name and street address	Date donation or aggregated donations received dd/mm/yyyy	Does the donation contain contributions from another person of more than \$15,000? Enter YES or NO	Amount of donation or total aggregated donations (including GST) \$0.00
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36			

INTEGRITY AUDIT

PART A: PARTY DONATION OF MORE THAN \$15,000

Donor's name and street address	Date donation or aggregated donations received dd/mm/yyyy	Does the donation contain contributions from another person of more than \$15,000? Enter YES or NO	Amount of donation or total aggregated donations (including GST) \$0.00
37			
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INTEGRITYAUDIT

PART B: CONTRIBUTIONS OF MORE THAN \$15,000

Instructions for Part B – Contributions over \$15,000

A contribution is money, goods or services that makes up a donation or is included in a donation or has been used to wholly or partly fund a donation, that was given to the donor or a person who was expected to pass the contribution to the donor. Only complete Part B if the donation in Part A includes a contribution, from someone other than the donor, exceeding \$15,000.

For each contribution in Part B you will need to provide:

- the name and street address of each contributor
- the line number of the donation in Part A that the contribution was part of and the date the donation was received
- the amount of each contribution made by the contributor, or in the case of multiple contributions, the total amount of the contributions from the same person to the donation during the year.

WRITE 'NIL' IF YOU HAVE NO CONTRIBUTIONS TO DECLARE HERE:

NIL

TOTAL FOR PART B

\$ 0.00

Contributor's name and street address	Donation (number) in Part A that contribution was part of	Date of donation in Part A that the contribution was part of dd/mm/yyyy	Amount of contribution (including GST) \$0.00



PART C: ANONYMOUS PARTY DONATIONS OF MORE THAN \$1,500

Instructions for Part C - Anonymous donations over \$1,500

An anonymous donation is a donation made in such a way that the party who receives the donation does not know the identity of the donor and could not, in the circumstances, reasonably be expected to know the identity of the donor.

If an anonymous donation is over \$1,500 the party is entitled to keep \$1,500. The balance of the donation must, within 20 working days of receipt, be paid to the Electoral Commission for payment into a Crown bank account.

In **Part C** you must declare:

- the date the donation was received; and
- the amount received; and
- the amount paid to the Electoral Commission; and
- the date payment was made to the Electoral Commission.

WRITE 'NIL' IF YOU HAVE NO DONATIONS TO DECLARE HERE:

NIL

TOTAL FOR PART C

\$ 0.00

Date anonymous donation received dd/mm/yyyy	Amount of anonymous donation (including GST) \$0.00	Amount paid to the Electoral Commission (including GST) \$0.00	Date paid to the Electoral Commission dd/mm/yyyy

INTEGRITY AUDIT

PART D: OVERSEAS PARTY DONATIONS OF MORE THAN \$1,500

Instructions for Part D – Overseas donations over \$1,500

Donations from an overseas person

An overseas person is:

- an individual who resides outside New Zealand and is not a New Zealand citizen or registered elector, or
- a body corporate incorporated outside New Zealand; or
- an unincorporated body that has its head office or principal place of business outside New Zealand.

If a donation from an overseas person is over \$1,500 (either on its own or when aggregated with all other donations made by or on behalf of the same overseas person during the year) the party is entitled to keep \$1,500 and within 20 working days must either return the excess to the donor or pay the excess to the Electoral Commission.

In Part D you must declare:

- the name and street address of the overseas person; and
- the date the donation was received or, in the case of multiple donations, the date each donation was received; and
- the amount of the donation or, in the case of aggregated donations, the total amount of the donations; and
- the amount returned to the overseas person or paid to the Electoral Commission, and the date that such payment was made.

WRITE 'NIL' IF YOU HAVE NO DONATIONS TO DECLARE HERE:

NIL

TOTAL FOR PART D

\$ 0.00

Name and street address of overseas donor	Amount of donation or total aggregated donations (including GST) \$0.00	Date donation received (or dates of each aggregated donation) dd/mm/yyyy	Amount returned to donor or paid to Electoral Commission and date of that return payment (including GST)

INTEGRITY/AUDIT

PART E: CONTRIBUTIONS FROM OVERSEAS PERSON OF MORE THAN \$1,500

Instructions for Part E - Overseas contributions over \$1,500

If you receive any donation from a donor who is not an overseas person that includes a contribution from an overseas person greater than \$1,500 (either on its own or when aggregated with other contributions to the donation by the same overseas person), you must return the whole donation to the donor. If that is not possible, you must forward the whole donation to the Electoral Commission.

In **Part E** you must declare:

- the name and street address of the overseas person; and
- the amount of the contribution or, in the total amount of aggregated contributions; and
- the date the donation was received or, in the case of multiple donations, the date each donation was received; and
- the amount returned to the overseas person or paid to the Electoral Commission, and the date that such payment was made.

WRITE 'NIL' IF YOU HAVE NO CONTRIBUTIONS TO DECLARE HERE:

NIL

TOTAL FOR PART E

\$ 0.00

Overseas contributor's name and street address	Amount of contribution or total aggregated contributions (including GST) \$0.00	The date the related donation funded from the contribution was made dd/mm/yyyy	Amount returned to donor or paid to Electoral Commission and date of that return payment (including GST)

INTEGRITY/AUDIT

PART F: DONATIONS PROTECTED FROM DISCLOSURE

Instructions for Part F – Donations protected from disclosure

A donation protected from disclosure enables a person to make an anonymous donation of more than \$1,500 to a registered party without their identity being disclosed to either the public or the party receiving the donation.

The current maximum amount that an individual or body can donate to any one party through this process is \$45,627 between two successive elections. No party may currently receive more than \$304,180 from donations protected from disclosure between two successive elections.

In Part F you must declare:

- the date the payment was received
- the amount of the payment
- the amount of any interest included in the payment

WRITE 'NIL' IF YOU HAVE NO DONATIONS TO DECLARE HERE:

NIL

TOTAL FOR PART F

\$ 0.00

Date payment received dd/mm/yyyy	Amount of payment (including GST) \$0.00	Amount of interest included in payment \$0.00

PART G: OTHER PARTY DONATIONS UP TO \$15,000

Instructions for Part G – Other party donations up to \$15,000

The total number and value of other party donations received in the following bands must be disclosed in **Part G**:

- anonymous party donations of \$1,500 or less
- overseas party donations of \$1,500 or less
- party donations of more than \$1,500 up to and including \$5,000
- party donations of more than \$5,000 up to and including \$15,000.

There is no requirement to aggregate donations from the same donor for the purposes of determining what donations to include and in which band in **Part G**. If a donor has made more than one donation in a category each donation should be counted separately when calculating the number of donations.

WRITE 'NIL' IF YOU HAVE NO DONATIONS TO DECLARE HERE:

	TOTAL FOR PART G	\$ 44,622.00
Description of donation	Total number of donations	Total amount of donations (including GST) \$0.00
Anonymous donations not exceeding \$1,500	6	\$ 332.00
Overseas donations not exceeding \$1,500	NIL	\$ 0.00
Donations exceeding \$1,500 but not exceeding \$5,000	1	\$ 4,000.00
Donations exceeding \$5,000 but not exceeding \$15,000	3	\$ 40,290.00

INTEGRITY AUDIT

INTEGRITY AUDIT

LOANS Complete Parts H and I

Party Loans exceeding \$15,000

A party loan is a written or oral agreement under which a lender lends money to a political party. Money lent by a registered bank at a commercial interest rate is not a party loan, nor are credit cards and overdraft facilities with registered banks.

PART H: PARTY LOANS EXCEEDING \$15,000

Instructions for Part H - Party loans exceeding \$15,000

Party loans from the same lender exceeding \$15,000 entered into during the year (including those exceeding \$30,000 that have been reported during the year under section 214F) must be reported in **Part H**.

Loans from the same lender need to be aggregated. Include loans entered into during the year not exceeding \$15,000, but that exceed \$15,000 when aggregated with all other loans from the same lender during 2017 or unpaid balances as at 31 December 2017 of any loans provided by the same lender in any previous year (from 25 March 2014).

WRITE 'NIL' IF YOU HAVE NO LOANS TO DECLARE HERE:

NIL

TOTAL FOR PART H

\$ 0.00

Lender's name and street address	Loan amount (including GST) \$0.00	Date loan entered into dd/mm/yyyy	Repayment date (if no repayment date, specify "no repayment date" here)

Guarantor's name and street address (if any)	Unpaid balance of loan \$0.00	Interest rate or rates	Details of security given

Total aggregated loan amount from the same lender (if applicable)

Any terms (that enable the lender to reduce or extinguish the loan amount and/or interest or grant any concession in respect of repayment)

INTEGRITY/AUDIT

Lender's name and street address	Loan amount (including GST) \$0.00	Date loan entered into dd/mm/yyyy	Repayment date (if no repayment date, specify "no repayment date" here)

Guarantor's name and street address (if any)	Unpaid balance of loan \$0.00	Interest rate or rates	Details of security given

Total aggregated loan amount from the same lender (if applicable)

Any terms (that enable the lender to reduce or extinguish the loan amount and/or interest or grant any concession in respect of repayment)

PART I: PARTY LOANS BETWEEN \$1,500 – \$15,000

Instructions for Part I – Party loans between \$1,500 – \$15,000

The total number and value of all other party loans entered into during the year of \$1,500 or more up to and including \$15,000, that have not already been disclosed in **Part H**, must be disclosed in **Part I**.

If a lender has made more than one loan to the party of between \$1,500 and \$15,000 each loan should be counted separately when calculating the total number of loans, for the purposes of **Part I**.

WRITE 'NIL' IF YOU HAVE NO LOANS TO DECLARE HERE:

NIL

TOTAL FOR PART I

\$ 0.00

Number of loans

Total amount of loans (including GST) **\$0.00**

Loans of not less than \$1,500 and not more than \$15,000

INTEGRITY/AUDIT

INTEGRITY/AUDIT

30 April 2018

Peter Conoglen
Integrity Audit
PO Box 217-125
Botany Junction
Auckland 2164

Dear Peter,

Letter of Representation for Party Donations and Loans Return for the 2017 calendar year

This representation letter is furnished in connection with the return of party donations and loans for the 2017 calendar year (the return) by [*Registered Party Name*] (the Party) made in accordance with sections 210 and 214C of the Electoral Act 1993 (the Act) which has been subject to an assurance engagement and reported on by you in accordance with sections 210A and 214D of the Act.

I understand that your assurance engagement was conducted in accordance with the relevant provisions of the Act and the applicable auditing and assurance standards issued by the New Zealand Auditing and Assurance Standards Board.

I confirm and take responsibility for the following representations after taking all reasonable steps to assure myself of them:

- 1 The return has been prepared in accordance with the relevant provisions of the Act.
- 2 I am responsible for establishing and maintaining a system of internal control designed to provide reasonable assurance as to the integrity and reliability of the return. I have done this, and all explanations or demonstrations of this to you have been complete and accurate.
- 3 All records, documents and accounts (records) have been kept by the Party (including subsidiary entities) and made available to you, and these materials will be retained in accordance with the requirements of the Act.
- 4 I have disclosed to you to the best of my knowledge:
 - 4.1 any material transactions not disclosed in the records;
 - 4.2 any alleged, suspected or proven illegal activity under the Act or other legislation potentially relevant to the return or instances of non-compliance with applicable requirements;
 - 4.3 the fact of, and results from, any assessment made by me that considered whether the records of the Party may be materially misstated or incomplete for any reason; and
 - 4.4 any design deficiencies in the compliance system and instances where that system has not operated as described.

35 Lenore Rd, Favona, Auckland. PO Box 99638, Auckland 1149.

- 5 The return contains the total returnable donations received by the Party in the 2017 calendar year. The return includes:
 - 5.1 donations in the form of money, goods or services paid for by others, discounts given on goods or services provided to the party, premiums paid in respect of good or services provided by the party, and credit provided to the party at terms more favourable than the prevailing commercial terms, including the value of GST on any of those items;
 - 5.2 donations of more than \$15,000 in aggregate from an individual donor;
 - 5.3 donation contributions of more than \$1,500 from an individual contributor that add up to more than \$15,000 in aggregate from that contributor;
 - 5.4 anonymous donations and overseas donations of more than \$1,500;
 - 5.5 donation contributions from an overseas person of more than \$1,500;
 - 5.6 payments received from the Electoral Commission of donations protected from disclosure;
 - 5.7 the number of, and aggregate amount of, anonymous donations, and overseas donations, of \$1,500 or less;
 - 5.8 the number of, and aggregate amount of, donations of more than \$1,500 but not more than \$5,000;
 - 5.9 the number of, and aggregate amount of, donations of more than \$5,000 but not more than \$15,000.
- 6 The return includes:
 - 6.1 Any loans entered into during the year that exceed \$15,000;
 - 6.2 Any loans exceeding \$15,000 entered into in any previous year (from 25 March 2014) that have an unpaid balance exceeding \$15,000 as at 31 December 2017;
 - 6.3 Any loans entered into during the year of less than or equal to \$15,000 if the loan exceeds \$15,000 when aggregated with all other loans entered into during the year by the same lender and any unpaid balances of any loans from the same lender in any previous year (from 25 March 2014);
 - 6.4 The number and aggregate amount of all other loans entered into during the year of not less than \$1,500 and not more than \$15,000.
- 7 The return's contents have been determined by considering the questions set out in the Appendix to this letter and the relevant provisions of the Act.
- 8 Where an assessment has been made of the reasonable market value of a donation, the basis of the assessment is fair and appropriate, and has been properly applied and recorded.
- 9 Any and all misstatements you have identified during the course of your assurance engagement have been adjusted in the final return.
- 10 I have completed my own procedures, distinct from your assurance engagement processes, to evaluate the accuracy and completeness of the return.

11 The return is free of any material misstatements or omissions.

These representations are made in terms mutually agreed between us, and to supplement information obtained by you from the records of the Party and to confirm information given to you orally.

Yours sincerely



Kevin Stitt
Party Secretary

INDEPENDENT AUDITOR'S REPORT

To the Council Members of the Conservative Party of NZ Inc.

We have audited the attached Annual Return of Party Donations and Loans (the Return) for the period 1 January 2017 to 31 December 2017. The return is prepared in compliance with section 210 of the Electoral Act 1993, and provides information about Party donations and Loans received by the Conservative Party of NZ Inc.

Secretary's Responsibilities

The Secretary is responsible for ensuring that the Electoral Commission receives a return of the Party's donations and loans received by the Party for the year 1 January 2017 to 31 December 2017, as per section 210, by the 30 April 2018.

Auditors' Responsibilities

It is our responsibility to express an independent opinion on the Return in terms of the requirements of section 210A of the Electoral Act 1993.

Basis of Opinion

An audit includes examining the accounting systems and documentation, for evidence relevant to the position disclosed in the Return, for the return period 1 January 2017 to 31 December 2017.

We conducted our audit in accordance with New Zealand auditing standards. We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with

sufficient evidence to give reasonable assurance that the party has correctly recorded donations and loans, and the Return is free from material misstatement, whether caused by fraud or error.

Other than in our capacity as auditors we have no relationship with or interests in the Conservative Party of NZ Inc.

Unqualified Opinion

The Return submitted by the Secretary on behalf of the Conservative Party of NZ Inc., shows the position that party donations and loans received in the 2017 year, as defined in section 210 of the Electoral Act 1993, are correctly stated in the Return of Party Donations and Loans.

In our opinion this return is correct.

Our audit was completed on 23rd April 2018 and our unqualified opinion is expressed as at that date.



Integrity Audit
Chartered Accountants
East Tamaki, Auckland