

## DECLARATION

**STEP 1** Candidate name:

Party name (if applicable):

Electorate contested:

**STEP 2** **TOTAL CANDIDATE DONATIONS**  
Complete Parts A to E on pages 2 to 6 if you have any donations to declare.

Write 'NIL' if you have **NO** donations, or contributions to a donation, of more than \$1,500 (including GST) to declare

Part A: Candidate donations of more than \$1,500

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

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

**Total (A + C + D)**

**STEP 3** **TOTAL CANDIDATE ELECTION EXPENSES**  
Complete Parts F and G on pages 7 to 9 if you have any expenses to declare.

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

Part F: Candidate only election advertising

Part G: Election advertisements shared with the party and/or other candidates

**Total (F + G)**

**STEP 4** I declare that to the best of my knowledge this return, filed pursuant to sections 205K and 209 of the Electoral Act 1993, is an accurate record of the candidate donations made to me, or on my behalf, and of election expenses incurred by me, or on my behalf, for the 2017 general election and is not false in any material particular.

SIGNATURE

*B. S. Knights*

DATE: DD / MM / YYYY

22/12/2017

## INFORMATION ON CANDIDATE DONATIONS AND ELECTION EXPENSES

### WHO MUST FILE A RETURN?

All electorate candidates at the 2017 general election must file a return of candidate donations and election expenses. Even if you have no donations or expenses to declare, you **MUST** still complete the candidate return recording 'NIL' donations or expenses.

### KEEPING RECORDS OF DONATIONS AND EXPENSES

Candidates must keep good records of all candidate donations and candidate expenses. Candidates must keep invoices and receipts for all election expenses of \$50 or more for three years after returns are filed.

Further information on candidate donations and expenses is available in the **Candidate Handbook – General Election 2017**.

## COMPLETING THE RETURN

If you are completing the form by hand please print clearly using blue or black ink.

If you have any donations or expenses to declare complete **Parts A to G on pages 2 to 9** before completing the declaration at **step 4**.

If you do not have any donations and/or expenses 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 E completed or 'NIL' entered at step 2
- Parts F and G completed or 'NIL' entered at step 3
- Declaration signed and dated

## FILING THE RETURN

Candidate returns must be filed with the Electoral Commission by **5pm, 23rd January 2018** (within 70 working days of election day). Candidates who fail to comply with these requirements commit an offence and may be referred to the Police.

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](http://www.elections.org.nz).

# DONATIONS Complete Parts A to E

## Information on Candidate Donations

Candidates are required to include in the candidate return every candidate donation or contribution to a candidate donation of more than \$1,500 (including GST), including a series of donations or contributions made by one person that adds up to more than \$1,500.

### Candidate donations

A candidate donation includes any money, goods or services that are donated to a candidate, or a person on the candidate's behalf, for use in the candidate's campaign for election. The following are candidate donations:

- free goods or services that have a reasonable market value greater than \$300;
- discounted goods or services where the reasonable market value of the goods or services is greater than \$300;
  - the difference between the contract or agreed price and the reasonable market value of those goods and services is a donation;
- the purchase of goods or services from the candidate at a value that exceeds their reasonable market value;
  - the difference between the price paid and reasonable market value is a donation.
- extending credit to a candidate on favourable terms.
  - the value of the favourable terms is a donation.

Volunteer labour or free goods or services given to a candidate that have a reasonable market value of \$300 or less are not a candidate donation. Nor is money provided by the candidate for his or her own campaign.

### Instructions for Part A

For donations of more than \$1,500 (other than anonymous donations or overseas donations) 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. Aggregated donations are not contributions and do not have to be recorded in Part B.

You also need to confirm whether any person (other than the donor) has contributed more than \$1,500 to the donation. Contributions of more than \$1,500 must be disclosed in Part B (or Part E for overseas contributors). Contributions of \$1,500 or less do not have to be included in the return.

### Examples:

John Smith owns a publishing company. On 2 June 2017 he gives you goods for your campaign valued at \$1,000. On 14 July he also gives you a monetary donation of \$4,000. The money was given to you as the result of a fundraiser which John Smith organised and includes a contribution from Jane Jones of \$2,000.

## PART A: CANDIDATE DONATIONS OF MORE THAN \$1,500

### OTHER THAN ANONYMOUS OR OVERSEAS DONATIONS

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

Nil

### TOTAL FOR PART A

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 \$1,500? Enter YES or NO If YES complete Part B	Amount of donation or total aggregated donations (including GST) \$0.00
EXAMPLE: John Smith, Smiths Publishing 35 Main Street, Suburb Wellington	2/06/2017, 14/07/2017	Yes	\$5,000.00

## PART B: CONTRIBUTIONS OF MORE THAN \$1,500

### Instructions for Part B - Contributions

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 \$1,500.

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

- the name and street address of each contributor; and

- the amount of each contribution made by the contributor or, in the case of multiple contributions, the total amount of the contributions; and
- the date on which each donation funded from the contributions was made (this should be the same date included in Part A for the related donation).

Please do not include Part B total with overall donations total on page 1 of the return.

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

Nil

TOTAL FOR PART B

Contributor's name and street address	Date the related donation funded from contributions was made dd/mm/yyyy	Name of donor in Part A to which this contribution relates	Amount of contribution (including GST) \$0.00
EXAMPLE: Jane Jones 1 Side Street, Suburb Wellington	14/07/2017	John Smith	\$2,000.00





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

### Instructions for Part E – Contributions from overseas persons

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 all 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 the candidate return, you must disclose:

- the name and address of the overseas person; and

- the amount of the contribution or the total amount of aggregated contributions; and
- the date on which the related donation funded from the contribution was made; and
- the amount paid back to the donor or paid to the Electoral Commission, and the date that such payment was made.

Please do not include Part E total with the overall donations total on page 1 of the return.

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

Nil

**TOTAL FOR PART E**

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









