



ELECTION FINANCES AND CONTRIBUTIONS DISCLOSURE ACT (EFCDA)

Election Third Party Advertiser Annual Financial Statement

Form: E-TPA-AFS-01

Period from MM / DD / YYYY to MM / DD / YYYY

OFFICE USE ONLY

THIRD PARTY NAME :

PAGE 1 OF 3

SUMMARY OF REVENUE

Table with columns: RECEIPTED CONTRIBUTIONS, Valued, Money, Totals. Rows include contributions of \$250.00 or less, contributions of \$250.01 and greater, fund-raising functions, transfers received, other income, and total revenue.

SUMMARY OF EXPENSES

Table with columns: ELECTION ADVERTISING EXPENSES (SUBJECT TO SPENDING LIMITS), OTHER EXPENSES, Totals. Rows include election advertising expenses (Dec 1 to day before writ, Writ day to polling day), transfers issued, non-election advertising expenses, and total expenses.

SURPLUS (DEFICIT)

Table with columns: TOTAL REVENUE, TOTAL EXPENSES, SURPLUS (DEFICIT), Totals.

Notes

1. LINE 9 & LINE 10: Election advertising expenses incurred outside the election advertising period must be held on the Statement of Assets and Liabilities (as an asset). During the election advertising period, the assets are to be expensed on the Election Advertising Period Financial Statement in order to be applied against the Third Party's expense limit.

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STATEMENT OF ASSETS AND LIABILITIES

ASSETS	<u>Totals</u>	LIABILITIES	<u>Totals</u>
(19) Cash on Deposit	\$ _____	(26) Funds on loan (attach schedule E-TPA-AFS-S08)	\$ _____
(20) Petty cash & other funds	_____	(27) Accounts payable to suppliers (attach schedule E-TPA-AFS-S09)	_____
(21) Accounts receivable (attach schedule E-TPA-AFS-S05)	_____	(28) Debts incurred but not yet billed (attach schedule E-TPA-AFS-S10)	_____
Pre-Paid	_____	(29) Other liabilities (attach schedule E-TPA-AFS-S11)	_____
(22) Election Advertising Expenses (attach schedule E-TPA-AFS-S06)	_____	(30) TOTAL LIABILITIES (lines 26 to 29)	\$ _____
(23) Other assets at cost (attach schedule E-TPA-AFS-S07)	_____		
(24) TOTAL ASSETS (lines 19 to 23)	\$ _____		
(25) NET ASSETS (LIABILITIES) (line 24 less line 30)			\$ _____

CONSOLIDATION

	<u>Totals</u>
(31) NET ASSETS (LIABILITIES) FROM PREVIOUS ANNUAL	\$ _____
(32) SURPLUS (DEFICIT) FROM ELECTION ADVERTISING PERIOD FINANCIAL STATEMENT	\$ _____
(33) SURPLUS (DEFICIT) (line 18, page 1)	\$ _____
(34) NET ASSETS (LIABILITIES) (lines 31 and 32 and 33) <i>Must be the same as line 25</i>	\$ _____

COMMENTS BY THE THIRD PARTY CHIEF FINANCIAL OFFICER

CONTINUED ON PAGE 3 ...



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Period from _____ to _____
MM / DD / YYYY MM / DD / YYYY

THIRD PARTY NAME :

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ATTESTATION OF CHIEF FINANCIAL OFFICER

CONFIRMATION OF DOCUMENTS ATTACHED TO THIS FINANCIAL STATEMENT

The following documents are attached as applicable:

- | | | | | |
|---|--------------------------|--|--------------------------|---|
| S | <input type="checkbox"/> | Copies of all bank account statements for the reporting period | <input type="checkbox"/> | Pre-Paid Election Expenses (E-TPA-AFS-S06) |
| C | <input type="checkbox"/> | Fund-raising Functions (E-TPA-AFS-S01) | <input type="checkbox"/> | Other assets at cost (E-TPA-AFS-S07) |
| H | <input type="checkbox"/> | Transfer Details Report (E-TPA-AFS-S02) | <input type="checkbox"/> | Funds on loan (E-TPA-AFS-S08) |
| E | <input type="checkbox"/> | Other Income (E-TPA-AFS-S03) | <input type="checkbox"/> | Accounts payable to suppliers (E-TPA-AFS-S09) |
| D | <input type="checkbox"/> | Non-Election Advertising Expenses (E-TPA-AFS-S04) | <input type="checkbox"/> | Debts incurred but not yet billed (E-TPA-AFS-S10) |
| U | <input type="checkbox"/> | Accounts Receivable (E-TPA-AFS-S05) | <input type="checkbox"/> | Other liabilities (E-TPA-AFS-S11) |
| L | | | | |
| E | | | | |
| S | | | | |

CONFIRMATION OF CONTRIBUTION REPORTING AND ISSUANCE OF OFFICIAL CONTRIBUTION RECEIPTS

The following tasks are completed as applicable:

- Using the Online Financial System (OFS), I have recorded and confirmed all contributions accepted by this third party advertiser.
- Using OFS, I have issued official contribution receipts to all contributors.
- I have recorded on lines 1 and 2 of this financial statement, amounts that agree with the receipted contributions recorded and confirmed in OFS.
- No contributions were accepted by this Third Party Advertiser; I have recorded nil on lines 1 and 2 of this financial statement.

As a Chief Financial Officer registered under the *Election Finances and Contributions Disclosure Act*:

- I certify that this financial statement and attachments accurately and completely reflect all financial transactions of this third party advertiser
- I understand that Elections Alberta will maintain and make public, a list of contributors who contributed over \$250 in aggregate, based on the contribution information in OFS; and
- I understand that failure to record all contributions and issue official contribution receipts by the filing deadline will result in an incomplete/late financial filing subject to an automatic late filing fee and possible further penalties.

Print Name

Signature

mm / dd / yyyy

ATTESTATION OF PRIMARY CONTACT

As the primary contact for this third party advertiser registered under the *Election Finances and Contributions Disclosure Act*:

- I certify that this financial statement and attachments accurately and completely reflect all financial transactions of this third party advertiser
- I understand that Elections Alberta will maintain and make public, a list of contributors who contributed over \$250 in aggregate, based on the contribution information in OFS; and
- I understand that failure to record all contributions and issue official contribution receipts by the filing deadline will result in an incomplete/late financial filing subject to an automatic late filing fee and possible further penalties.

Print Name

Signature

mm / dd / yyyy

NOTES

- The Election Advertising Period, in the case of a general election held in accordance with section 38.1(2) of the Election Act, is the period commencing December 1 in the year immediately preceding the year in which a general election is held and ending at the end of polling day. In all other instances: From the issue of a writ for the election until the end of polling day. (EFCDA, Section 44.1(1)(d1)).
- The Chief Financial Officer of a registered third party that accepts election advertising contributions or incurs election advertising expenses outside of the return period in subsection (1) shall file a report with the Chief Electoral Officer on or before March 31 of each year for the preceding calendar year (EFCDA, Section 44.9(3)).

FORWARD SIGNED ORIGINAL TO ELECTIONS ALBERTA

Suite 100, 11510 Kingsway NW, Edmonton, AB T5G 2Y5
Phone: 780.427.7191 Toll-free: 310.0000 then 780.427.7191 Email: finance@elections.ab.ca

OFFICE USE ONLY



TRANSFER DETAILS REPORT

Form: E-TPA-AFS-S02

OFFICE USE ONLY

THIRD PARTY NAME :

Date	Transfer Received From: (Name of Entity)	Amount
		\$
		\$
		\$
		\$
		\$
		\$
TOTAL		\$

Date	Transfer Issued To: (Name of Entity)	Amount
		\$
		\$
		\$
		\$
		\$
		\$
TOTAL		\$

NOTES

1. A registered third party that operates an advertising account may transfer amounts:
 - (a) from its election advertising account to the election advertising accounts of other registered third parties,
 - (b) from its political advertising account to the political advertising accounts of other registered third parties,
 - (c) from its election advertising account to its political advertising account, or
 - (d) from its election advertising account to the political advertising accounts of other registered third parties.
2. Funds held in a political advertising account shall not:
 - (a) be transferred to the third party's election advertising account, if the third party has such an account, or
 - (b) to the election advertising account of another third party.

COMMENTS BY THE THIRD PARTY CHIEF FINANCIAL OFFICER



ELECTION FINANCES AND CONTRIBUTIONS DISCLOSURE ACT (EFCDA)

ELECTION ADVERTISING EXPENSE LIMIT

SUMMARY REPORT

Form: E-TPA-AFS-S06

OFFICE USE ONLY

THIRD PARTY NAME :

Expense Type	December 1 to day before writ	Writ Day to polling day	TOTAL	Schedule Attached?
① Administration & Office Costs	\$	\$	\$	E-TPA-AFS-S06-SS01 <input type="checkbox"/>
② Honoraria & Salaries	\$	\$	\$	E-TPA-AFS-S06-SS02 <input type="checkbox"/>
③ Paid Advertising	\$	\$	\$	E-TPA-AFS-S06-SS03 <input type="checkbox"/>
④ Polling & Research	\$	\$	\$	E-TPA-AFS-S06-SS04 <input type="checkbox"/>
⑤ Production Costs	\$	\$	\$	E-TPA-AFS-S06-SS05 <input type="checkbox"/>
⑥ Promotional Materials	\$	\$	\$	E-TPA-AFS-S06-SS06 <input type="checkbox"/>
⑦ Public Relations	\$	\$	\$	E-TPA-AFS-S06-SS07 <input type="checkbox"/>
⑧ Technology Costs	\$	\$	\$	E-TPA-AFS-S06-SS08 <input type="checkbox"/>
⑨ Other Costs	\$	\$	\$	E-TPA-AFS-S06-SS09 <input type="checkbox"/>
TOTAL	\$	\$	\$	

NOTES

- Total(s) must agree with the Election Advertising Period Financial Statement, line 22
- EFCDA Part 6.1, Third Party Advertising (Excerpts)

Definitions - Section 44.1(1) of the EFCDA

(c) "advertising expense" means an expense incurred in relation to (i) the production of an election advertising message or political advertising message in the format in which the message is to be transmitted, and (ii) the acquisition of the means of transmission to the public of an election advertising message or a political advertising message;

(d) "election advertising" means the transmission to the public by any means during an election advertising period of an advertising message that promotes or opposes a registered party or the election of a registered candidate, including an advertising message that takes a position on an issue with which a registered party or registered candidate is associated, and for greater certainty does not include (i) the transmission to the public of an editorial, a debate, a speech, an interview, a column, a letter, a commentary or news, (ii) the distribution of a book, or the promotion of the sale of a book, for no less than its commercial value, if the book was planned to be made available to the public regardless of whether there was to be an election, (iii) the transmission of a document or the communication directly by a corporation or a group to its members, employees or shareholders, as the case may be, (iv) the transmission by a person, corporation or group, on a non-commercial basis on the Internet, of the political views of that person, corporation or group, (v) the making of telephone calls to electors only to encourage them to vote, or (vi) advertising by the Government in any form;

Election Advertising Spending Limit - Section 44.11(1) of the EFCDA.

The following spending limits apply for election advertising. In the case of a general election held in accordance with the fixed election period under the Election Act, election advertising expenses are limited as follows.:

No third party shall spend more than \$150,000 in aggregate between December 1 in the year before the election, and the day before the writ is issued. During the same period, no third party shall spend over \$3,000 to promote or oppose the election of one more registered candidates in a single electoral division.

No third party shall spend more than \$150,000 in aggregate between the day the writ is issued and the end of polling day. During the same period, no third party shall spend over \$3,000 to promote or oppose the election of one more registered candidates in a single electoral division.

For general elections not held in accordance with the fixed election period under the Election Act, election advertising expenses are limited to \$150,000 in aggregate between the day the writ is issued and the end of polling day. During the same period, no third party shall spend over \$3,000 to promote or oppose the election of one more registered candidates in a single electoral division

Supporting attachment to E-TPA-AFS-01
All attestations as to the accuracy of the Election Third Party Advertiser Annual Financial Statement apply.

OFFICE USE ONLY
ENTERED:



ELECTION FINANCES AND CONTRIBUTIONS DISCLOSURE ACT (EFCDA)

TERMS AND DETAILS OF LOANS

Form: E-TPA-AFS-S08

OFFICE USE ONLY

THIRD PARTY NAME :

LOAN INFORMATION

Name of Lender

Address of Lender

Terms of Loan

Original Loan Amount

Interest Accrued to Date

Total of Payments Made

Balance Owing

\$

\$

\$

\$

*****Details of payments must be outlined below*****

Payment Details

Date	Full Name and Address of Payer	Amount Paid

Riembursed Payments

Date	Full Name and Address of Payer	Amount Reimbursed

NOTES

1. EFCDA Part 6.1, Third Party Advertising (Excerpts)

44.4

(1) A third party

(a) may borrow money only from a financial institution other than a treasury branch, and

(b) shall record all loans and their terms and shall report accordingly to the Chief Electoral Officer.

(2) Any payment in respect of a loan to which subsection (1) applies is considered an advertising contribution by the person, corporation or group that made the payment unless that person, corporation or group is reimbursed by the borrower prior to the filing by the borrower of the applicable advertising report or return next required to be filed pursuant to section 44.82 or 44.9.

(3) This section does not apply to the borrowing of money by a third party for purposes unrelated to election advertising or political advertising.

COMMENTS BY THE THIRD PARTY CHIEF FINANCIAL OFFICER

Supporting attachment to E-TPA-AFS-01

All attestations as to the accuracy of the Election Third Party Advertiser Annual Financial Statement apply.

OFFICE USE ONLY ENTERED:

