



DISCLOSURE STATEMENT COMPLETION GUIDE

FOR LOCAL ELECTIONS THIRD PARTY SPONSORS

Disclosure Statement Completion Guide for Local Elections Third Party Sponsors

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Introduction

This completion guide helps third party sponsors registered under the *Local Elections Campaign Financing Act* (the Act) properly complete and file their disclosure statements with Elections BC following a local election. This guide should be used together with the disclosure statement forms.

For detailed information regarding advertising rules specific to third party sponsors, see the Third Party Sponsor Guide to Local Elections in B.C.

All guides and forms can be viewed and downloaded on the Elections BC website (elections.bc.ca/lecfa/third-party-sponsors). To have these materials mailed to you, contact Local Elections Campaign Financing at Elections BC at 1-855-952-0280 or email electoral.finance@elections.bc.ca.

Disclaimer

Elections BC's guides are intended as an aid to understanding the Act. How the Act applies to any particular case will depend on the individual circumstances of the case and may change in light of new legislation and judicial developments. If there is any inconsistency between this guide and the Act, the Act will prevail.

You may view the Act on the Elections BC website (elections.bc.ca/lecfa) or on the BC Laws website (bclaws.ca). It can also be purchased from Crown Publications (crownpub.bc.ca).

Important terms

Anonymous contribution

A contribution made by an individual or organization whose identity is unknown to the third party sponsor. An individual cannot request that a contribution be accepted and disclosed as an anonymous contribution if they are known to the sponsor.

Authorized principal official

An individual who makes legally binding statements and declarations on behalf of a third party sponsor that is an organization. Responsibilities include retaining records related to sponsorship contributions and sponsored advertising.

Directed advertising

Advertising specifically related to a candidate or elector organization by naming the candidate or elector organization, or identifying the candidate by an image, likeness, voice or physical description or identifying an elector organization by their logo.

Disclosure statement

A financial statement consisting of one or more applicable forms that discloses information on sponsored election advertising and sponsorship contributions.

Election proceedings period

The period that begins on the 46th day before General Voting Day and ends at the close of voting on General Voting Day.

Issue advertising

A form of third party advertising that is:

- (a) a communication respecting an issue of public policy including an assent voting issue, and
- (b) not specifically related to any candidate or elector organization.

Jurisdiction

The applicable jurisdiction in which a general local election, by-election or assent voting is held.

Market value

The lowest price charged for an equivalent amount of equivalent property or services in the market area at the relevant time. Market value includes all applicable taxes.

Responsible principal official

An individual appointed by a third party sponsor that is an organization who may represent the sponsor as required.

Significant contributor

In relation to sponsorship contributions, an individual or organization who:

- (a) made a sponsorship contribution having a value of \$100 or more, or
- (b) made multiple sponsorship contributions to the same third party sponsor such that the total value of the sponsorship contributions to that third party sponsor is \$100 or more.

Sponsorship contribution

The amount of money, or the value of any non-monetary property or services, provided without compensation to a third party sponsor for the purpose of sponsoring election advertising.

Supplementary report

A report that updates Elections BC of changed, added or corrected information in a disclosure statement. It includes a description of the circumstances leading to the supplementary report. Supplementary reports are also called amendments.

Third party advertising

Election advertising that is not sponsored by a candidate or elector organization as part of their election campaign.

Disclosure statement filing details

Who must file a disclosure statement

All third party sponsors who register to conduct advertising during the election proceedings period of a local election must file a third party sponsor disclosure statement with Elections BC even if they do not conduct any advertising. Further, any individual or organization that sponsored third party advertising but did not register with Elections BC must also file a disclosure statement.

If you or your organization sponsored third party advertising with a total value of less than \$500 during the election proceedings period, you only need to complete and submit form 4213, the cover page to the disclosure statement. Ensure that you check the box that indicates “Advertising sponsored during the election proceedings period had a total value of less than \$500; no additional forms required.” When determining the value of election advertising, you must include the total value of all advertising, including advertising sponsored in combination with other third party sponsors, not just the portions that you paid directly.

If you or your organization sponsored third party advertising valued at \$500 or more, complete each applicable form. A listing of all forms is found on form 4213, the cover page to the disclosure statement.

When and how to file a disclosure statement

The filing deadline for disclosure statements is 90 days after General Voting Day. Elections BC will contact you if no disclosure statement is received by the filing deadline. Disclosure statements filed between 90 and 120 days after General Voting Day are late and must include a \$500 late filing fee.

It is an offence to not file a disclosure statement by the 120 day late filing deadline unless a court has granted you relief. There are significant penalties for committing offences.

Third party sponsor disclosure statements must be:

- received by Elections BC or a Service BC Centre by 4:30 p.m. (Pacific time) on the day the report is due; a postmark is not acceptable as proof of delivery by the deadline
- submitted on forms provided by Elections BC (elections.bc.ca/lecfa/third-party-sponsors)
- submitted by email, fax or mail using the contact information located on the last page of this guide or by hand to the Elections BC office in Victoria or to a Service BC Centre (servicebc.gov.bc.ca/locations)

General instructions for all forms:

- Submit all relevant forms. If there is doubt whether a form should be submitted, contact our office for clarification.
- Complete the forms online or print neatly in block letters with a pen.
- Enter the third party sponsor's full name on each page.
- Enter dates as YYYY/MM/DD – e.g., for November 15, 2014, enter 2014/11/15.
- Number the pages, for forms that have more than one page, using the boxes in the top right corner of the forms – e.g., Page 1 of 2, Page 2 of 2, etc.
- It is acceptable to round cents to the nearest dollar. For example, \$101.64 could be entered as \$102, \$76.02 as \$76, etc.

What happens after filing a disclosure statement

Elections BC will contact you to ensure that all requirements under the *Local Elections Campaign Financing Act* are met and to discuss any issues that require clarification.

Keep a copy of the disclosure statement for your records. You may need to use the information to file amendments or to respond to questions from Elections BC.

You must retain your disclosure statement records and supporting materials in British Columbia for five years after General Voting Day. If the third party sponsor is an organization, the authorized principal official is responsible for retaining these records.

Privacy notice

Elections BC has the authority to collect, use, disclose and dispose of personal information under the *Local Elections Campaign Financing Act* and the *Freedom of Information and Protection of Privacy Act*. This information is used to administer local elections campaign financing provisions.

For more information about Elections BC's privacy policies, visit elections.bc.ca/privacy or contact the Privacy Officer at 1-800-661-8683 or electionsbc@elections.bc.ca or PO Box 9275 Stn Prov Govt Victoria, BC V8W 9J6.

Third party sponsor disclosure statement forms

4213 – Disclosure Statement

This cover page must be completed by the third party sponsor and accompany all disclosure statements filed, including amendments (supplementary reports) submitted after the original statement. Please ensure that each relevant field is completed.

- 1 Enter the full name of the third party sponsor – including the sponsor’s usual name, acronym, abbreviation or other names – and the legal name, if different.
- 2 Enter the date of General Voting Day (YYYY/MM/DD).
- 3 Enter the third party sponsor’s mailing address, phone number and, if available, email address. Elections BC needs this information to notify you of the status of your submitted disclosure statement. We will send all correspondence to this address. Note that this form is available for public inspection so you may choose to list an office address and phone number instead of your residential information.
- 4 If the third party sponsor was also a candidate or elector organization, enter the name of the jurisdiction and, if applicable, the electoral area, local trust area or trustee electoral area where the sponsor was a candidate or elector organization. A separate candidate or elector organization disclosure statement must be filed in relation to these activities.
- 5 **For the 2014 General Local Elections only:** Campaign organizers no longer have a role in local elections. However, if a former campaign organizer under the former legislation still had a bank account on March 27, 2014, and still intended to promote or oppose a candidate or elector organization, they have certain obligations under the *Local Elections Campaign Financing Act*. Check this box if the third party sponsor also acted as a campaign organizer. A separate campaign organizer disclosure statement must be filed in relation to these activities.
- 6 If the sponsor is an organization, enter the names and contact information of the authorized and responsible principal officials.
- 7 This is a listing of all the forms that must be submitted to Elections BC as part of the disclosure statement. Use it as a checklist to identify which forms are applicable and have been completed. If submitting an amendment, check only those forms that have been revised.
- 8 Check this box if the total value of all advertising you sponsored during the election proceedings period, including shared advertising, was less than \$500. In this case, you only need to file this cover page.
- 9 The declaration must be signed and dated by the registered third party sponsor. If the sponsor is an organization, the declaration must be signed by the authorized principal official who is registered with Elections BC. Signing a false statement is an offence and subject to significant penalties.
- 10 If this is the first version of the disclosure statement, leave the “Amendment # ____” blank. If this disclosure statement amends a previously submitted one, enter the number of the amendment (or supplementary report) here. For example, if this was the second disclosure statement to be submitted, it would be the first amendment and “1” would be entered in this space.

4213 - DISCLOSURE STATEMENT

LOCAL ELECTIONS THIRD PARTY SPONSOR



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Amendment # **10**

FULL NAME OF SPONSOR 1 CANADIAN INDUSTRY COMPANY		GENERAL VOTING DAY (YYYY/MM/DD) 2 2014/11/15	
SPONSOR'S USUAL NAME, ACRONYM, ABBREVIATIONS AND OTHER NAMES CIC		LEGAL NAME (IF DIFFERENT) CANADIAN INDUSTRY COMPANY LIMITED	
MAILING ADDRESS 3 101-1010 BINARY RD		CITY/TOWN VICTORIA	POSTAL CODE V1A 2B3
PHONE NO. 250-555-4321		EMAIL (IF AVAILABLE) CANADIAN_IND_COMP@EMAIL.CA	
NAME OF JURISDICTION WHERE THIRD PARTY SPONSOR WAS EITHER A CANDIDATE OR ELECTOR ORGANIZATION (IF APPLICABLE) 4 CAPITAL REGIONAL DISTRICT			
ELECTORAL AREA / LOCAL TRUST AREA / TRUSTEE ELECTORAL AREA (IF APPLICABLE) SOUTHERN GULF ISLANDS			<input type="checkbox"/> Sponsor also acted as a campaign organizer 5

For organizations only: 6

NAME OF AUTHORIZED PRINCIPAL OFFICIAL FOR ORGANIZATION LINDA MCGARNIGLE		PHONE NO. 250-555-6789	
MAILING ADDRESS 9732 SOME ST		CITY/TOWN VICTORIA	POSTAL CODE V2G 7X4
EMAIL (IF AVAILABLE) LINDAM@EMAIL.COM			
NAME OF RESPONSIBLE PRINCIPAL OFFICIAL SAM G EAGLE			
MAILING ADDRESS 726 BIRDS NEST BLVD		CITY/TOWN SAANICH	POSTAL CODE V9H 3K3
EMAIL (IF AVAILABLE) SAMMY@EAGLE.NET			

All responsible principal officials must be listed. Attach additional sheets if necessary.

This disclosure report includes the following forms: 7	FORMS CHECKLIST	<div style="border: 1px solid black; width: 50px; height: 150px; margin: 0 auto;"></div>	8 <input type="checkbox"/> Advertising sponsored during the election proceedings period had a total value of less than \$500; no additional forms required.
Summary of Total Value of Advertising – Form 4214	<input checked="" type="checkbox"/>	OR	
Value of Directed Advertising by Class and Jurisdiction – Form 4215	<input checked="" type="checkbox"/>		
Advertising Sponsored in Combination – Form 4216	<input checked="" type="checkbox"/>		
Summary of Sponsorship Contributions by Class – Form 4217	<input checked="" type="checkbox"/>		
Significant Contributors (\$100 or more) – Form 4218	<input checked="" type="checkbox"/>		
Prohibited Sponsorship Contributions – Form 4219	<input checked="" type="checkbox"/>		

I declare that to the best of my knowledge and belief, this disclosure statement completely and accurately discloses the information required under the *Local Elections Campaign Financing Act*.

SIGNATURE OF INDIVIDUAL SPONSOR OR AUTHORIZED PRINCIPAL OFFICIAL FOR ORGANIZATION 9 <i>Linda McGarnigle</i>	DATE (YYYY / MM / DD) 2014/12/20
PRINTED NAME OF PERSON SIGNING DECLARATION LINDA MCGARNIGLE	WARNING: Signing a false statement is a serious offence and is subject to significant penalties.

4214 – Summary of Total Value of Advertising

This form is used to report the total value of all advertising sponsored during the election proceedings period. These totals must include the total value of directed advertising disclosed on all forms 4215 (Value of Directed Advertising by Class and Jurisdiction) and the total value of issue advertising sponsored.

- 1** In this column, enter the total value of each type (class) of election advertising sponsored.
- 2** Enter the value and a brief description for any other types of election advertising sponsored.
- 3** Add the values of all election advertising sponsored and enter the total into box A.

4214 - SUMMARY OF TOTAL VALUE OF ADVERTISING
LOCAL ELECTIONS THIRD PARTY SPONSOR



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NAME OF SPONSOR
 CANADIAN INDUSTRY COMPANY

Report all sponsored advertising below, including the total value of directed advertising disclosed on all 4215 forms and the total value of all issue advertising sponsored.

Total value of sponsored advertising by class: **1** \$

Brochures, pamphlets, flyers, etc.	1,400.37
Newspaper, magazine, journal, etc.	1,120
Radio	1,852.21
Signs (lawn signs, billboards, etc.)	925
Television	3,200
Internet	60

2 Other (describe) T-SHIRTS; BUMPER STICKERS 341.25

3 Total **A** 8,898.83

4215 – Value of Directed Advertising by Class and Jurisdiction

This form is used to report the total value of directed advertising sponsored in each jurisdiction by class during the election proceedings period. Directed advertising is advertising specifically related to a candidate or elector organization by naming the candidate or elector organization, or identifying the candidate by an image, likeness, voice or physical description or identifying an elector organization by their logo.

Note that a separate form is required for each jurisdiction in which directed advertising was sponsored. If the jurisdiction is a regional district, trust council or board of education with multiple electoral areas, local trust areas or trustee electoral areas, only one form per jurisdiction is required, but you must list all the applicable areas.

If you require clarification regarding jurisdictions, please contact Elections BC using the information located on the [last page](#) of this guide.

- 1 Enter the name of the jurisdiction in which directed advertising was sponsored.
- 2 If applicable, list the electoral areas, local trust areas and trustee electoral areas in relation to which directed advertising was sponsored.
- 3 Enter the total value of each class of directed advertising sponsored. If directed advertising was sponsored in combination with other third party sponsors, enter the total value of the advertisements, not just the portion you paid. These amounts must also be disclosed on form 4216.
- 4 Enter the value and a brief description of any other types of directed advertising sponsored.
- 5 Add the values of all directed advertising sponsored in the relevant jurisdiction and enter the total into box A.

**4215 - VALUE OF DIRECTED ADVERTISING
BY CLASS AND JURISDICTION
LOCAL ELECTIONS THIRD PARTY SPONSOR**



USE ONE FORM PER JURISDICTION IN WHICH DIRECTED ADVERTISING WAS SPONSORED

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NAME OF SPONSOR CANADIAN INDUSTRY COMPANY	PAGE <input type="text" value="1"/>
	OF <input type="text" value="1"/>

JURISDICTION NAME **1**
ISLANDS TRUST

ELECTORAL AREA / LOCAL TRUST AREA / TRUSTEE ELECTORAL AREA (IF APPLICABLE) **2**
SATURNA ISLAND; GALIANO ISLAND; MAYNE ISLAND

Value of sponsored directed advertising by class for the above jurisdiction, including any electoral area(s), local trust area(s) or trustee electoral area(s), as applicable:

	3	\$
Brochures, pamphlets, flyers, etc.	1,400.37	
Newspaper, magazine, journal, etc.	450	
Radio	1,852.21	
Signs (lawn signs, billboards, etc.)	325	
Television	2,600	
Internet	60	
4 Other (describe) T-SHIRTS; BUMPER STICKERS	341.25	
5 Total A	7,028.83	

4216 – Advertising Sponsored in Combination

This form is only required if you sponsored election advertising with other third party sponsors. It is used to disclose the total value of all election advertising (directed and issue) that was sponsored in combination with other third party sponsors. For directed advertising, ensure the amounts are also disclosed on form(s) 4215 (Value of Directed Advertising by Class and Jurisdiction).

- 1** Enter the names of other third party sponsors with whom you sponsored advertising. The names disclosed must match the names listed in the sponsorship information on the advertising.
- 2** Enter the total value of the advertising you shared with each other sponsor. This includes the amounts paid by all third party sponsors who contributed to the advertisement. Do not report only the amount that you paid.
- 3** Add the values of all shared advertising and enter the total into box A.

4216 - ADVERTISING SPONSORED IN COMBINATION
LOCAL ELECTIONS THIRD PARTY SPONSOR



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NAME OF SPONSOR
 CANADIAN INDUSTRY COMPANY

PAGE
 OF

If advertising was sponsored in combination with other third party sponsors, list the names of the other third party sponsors as shown in their sponsorship information. Attach additional sheets if necessary.

Names of other third party sponsors as shown in their sponsorship information 1	Total value of shared advertising \$ 2
SARAH O'CONNOR	400
JONAH EVANS; THOMAS MEYER; EDWARD BEAR; GEORGINA HARDY	1,852.21
THINGS ARE LOOKIN' UP BALLOON TOURS	270
B.C. SOCIETY OF PEOPLE WITH MONEY; 0123456 BC LTD	1,400.37
3 TOTAL	A 3,922.58

4217 – Summary of Sponsorship Contributions by Class

This form is used to report all sponsorship contributions received by the third party sponsor. A sponsorship contribution is the value of money, goods or services provided without compensation to a third party sponsor for the purpose of sponsoring election advertising. It does not include contributions received for purposes other than election advertising.

This form is also used to report the amount of the sponsor's own funds that were used to pay for election advertising.

- 1 Enter the total value of the third party sponsor's own funds that were used to pay for election advertising. Do not include the value of sponsorship contributions.
- 2 Enter the total value of sponsorship contributions received from each class of contributor. Contributions of goods and services must be recorded at their current market value.
- 3 Enter the total value of sponsorship contributions received from each contributor class in box A.
- 4 Enter the total amount of all permissible anonymous contributions received in box B. An anonymous contribution greater than \$50 is a prohibited contribution, which is disclosed on form 4219.
- 5 Enter the total of all sponsorship contributions from all sources in box C. This amount must equal the sum of boxes A and B.
- 6 Enter the amount of total significant contributions received. This amount must equal box A on form 4218 – Significant Contributors (\$100 or more).
- 7 Enter the total number of identifiable contributors who gave less than \$100 to the sponsor. Do not include the number of anonymous contributions received.
- 8 Enter the total number of anonymous contributors who made anonymous contributions.

4217 - SUMMARY OF SPONSORSHIP CONTRIBUTIONS BY CLASS LOCAL ELECTIONS THIRD PARTY SPONSOR



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NAME OF SPONSOR
CANADIAN INDUSTRY COMPANY

Total value of sponsor's own funds, other than funds disclosed below, that were used to pay for third party advertising: \$ **1**

Total value of sponsorship contributions, excluding sponsor's own funds, from each of the following classes of contributor:

2 All Contributions

Individuals	465	
Corporations	562.42	
Unincorporated Business/Commercial Organizations	40	
Trade Unions	341.25	
Non-profit Organizations	120	
Other Identifiable Contributors	0	
Total	\$ 1,528.67	A 3

Anonymous contributions \$ **B** **4**

Total value of all sponsorship contributions from all sources (A + B) \$ **C** **5**

Total significant contributions (box **A**, form **4218**) \$ **6**

Number of contributors who gave less than \$100 # **7**

Number of anonymous contributors # **8**

4218 – Significant Contributors (\$100 or more)

This form is used to disclose all contributors who made one or more sponsorship contributions to the third party sponsor which total \$100 or more. Contributions of goods and services must be recorded at their current market value. Use additional pages of this form if necessary.

Note that the disclosure requirements under the *Local Elections Campaign Financing Act* vary for contributors depending on their class. For contributors other than individuals, the mailing address of the contributor and the names of two directors or principal officers must be disclosed.

Classes of contributor:

- 1 – Individual
- 2 – Corporation
- 3 – Unincorporated business/commercial organization
- 4 – Trade union
- 5 – Non-profit organization
- 6 – Other identifiable contributor

- 1 Enter the full name of the contributor. If the contributor is a class 2, 3, 4, 5 or 6 contributor, provide the full names of two directors. If the contributor is a sole proprietor, then indicate this after the name of the director. If the contributor is a union, provide the full name and, if applicable, the local number. Initials are not acceptable.
- 2 Enter the mailing address of the contributor for class 2, 3, 4, 5 or 6 contributors. If the contributor is an individual, leave this field blank or mark it N/A.
- 3 Enter the class of the contributor. For a complete list, see the classes listed at the bottom left corner of the form or above on this page.
- 4 Enter the value of each separate sponsorship contribution. If a single contributor made multiple contributions on different dates, each separate contribution must be listed. Please group multiple contributions from the same contributor together.
- 5 Enter the date each separate contribution was received. If a single contributor made multiple contributions on different dates, list each of the separate contribution dates.
- 6 Enter the total value of all contributions in box A. Ensure this total is carried forward to form 4217 – Summary of Sponsorship Contributions by Class.

4218 - SIGNIFICANT CONTRIBUTORS (\$100 OR MORE)

LOCAL ELECTIONS THIRD PARTY SPONSOR



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NAME OF SPONSOR
CANADIAN INDUSTRY COMPANY

PAGE 1
OF 1

FULL NAME OF CONTRIBUTOR (For class 2, 3, 4, 5 & 6, include full names of two directors)	ADDRESS OF CONTRIBUTOR (For class 2, 3, 4, 5 & 6 only)	CLASS*	VALUE OF CONTRIBUTION	DATE OF CONTRIBUTION (YYYY/MM/DD)
GEORGE SHANNESSEY	N/A	1	150	2014/10/27
LEE KIM	N/A	1	180	2014/11/06
SPLENDID ENTERTAINMENT SPIKE DIAZ; SHELLEY TURTLE	413 CURD WAY, VICTORIA, V9H 6K2	2	80	2014/10/23
SPLENDID ENTERTAINMENT SPIKE DIAZ; SHELLEY TURTLE	413 CURD WAY, VICTORIA, V9H 6K2	2	20	2014/10/24
SPLENDID ENTERTAINMENT SPIKE DIAZ; SHELLEY TURTLE	413 CURD WAY, VICTORIA, V9H 6K2	2	350	2014/10/27
PATSY'S PASTA ALAN BRINK; YURI ZAHKAROV	1736 ODENDRON RD, SAANICH, V2K 4L7	2	112.42	2014/09/30
UNION 789 PATRICK JONES; TIM BURR	PO BOX 37, VICTORIA, V4D 2K3	4	341.25	2014/08/08

IF NEEDED, ATTACH ADDITIONAL FORMS

* CLASS OF CONTRIBUTOR:

1 - INDIVIDUAL, 2 - CORPORATION, 3 - UNINCORPORATED BUSINESS/COMMERCIAL ORGANIZATION
4 - TRADE UNION, 5 - NON-PROFIT ORGANIZATION, 6 - OTHER IDENTIFIABLE CONTRIBUTOR

6 A 1,233.67 **TOTAL CONTRIBUTIONS**

4219 – Prohibited Sponsorship Contributions

This form is used to report any contributions which were received but are prohibited under the *Local Elections Campaign Financing Act*. This includes anonymous contributions over \$50, any non-anonymous contributions missing required information and indirect contributions. Complete one form for each prohibited contribution received.

The Act requires the third party sponsor to return prohibited contributions, or an amount equal to the value of the contribution, to the contributor within 30 days of becoming aware of the contravention. If this is not possible, the contribution, or an amount equal to its value, must be remitted to Elections BC as soon as practicable for payment into the Consolidated Revenue Fund.

- 1 Indicate whether the prohibited contribution was received from an individual, an organization or anonymously by ticking the appropriate box.
- 2 Enter the date the prohibited contribution was received (YYYY/MM/DD).
- 3 Enter the value of the prohibited contribution. If the contribution was of goods or services, enter the current market value.
- 4 Enter the date the prohibited contribution was returned to the contributor or the date it was remitted to Elections BC (YYYY/MM/DD).
- 5 Enter a brief description of how the prohibited contribution was received. This description should explain why the contribution is prohibited.
- 6 If the prohibited contribution was received from an individual, enter the individual's full name in this field.
- 7 If the prohibited contribution was received from an organization, enter the name of the organization, the class of the contributor, the organization's mailing address and the names of two directors. If the contributor is a sole proprietor, then indicate this in the second "name of director" field.

4219 - PROHIBITED SPONSORSHIP CONTRIBUTIONS

LOCAL ELECTIONS THIRD PARTY SPONSOR



PLEASE PRINT IN BLOCK LETTERS

NAME OF SPONSOR CANADIAN INDUSTRY COMPANY	PAGE <input type="text" value="1"/>
	OF <input type="text" value="1"/>

INSTRUCTIONS: Complete one sheet for each prohibited sponsorship contribution received.
Attach additional forms if necessary.

RECEIVED FROM 1	DATE RECEIVED 2 (YYYY/MM/DD)	\$ VALUE 3	DATE RETURNED 4 (YYYY/MM/DD) OR	DATE REMITTED TO ELECTIONS BC (YYYY/MM/DD)
<input type="checkbox"/> INDIVIDUAL <input type="checkbox"/> ORGANIZATION <input checked="" type="checkbox"/> ANONYMOUS	2014/10/09	60		2014/11/10

DESCRIPTION OF HOW THE PROHIBITED CONTRIBUTION WAS RECEIVED **5**
UNMARKED ENVELOPE OF CASH FOUND IN MAILBOX

Complete this field if the prohibited sponsorship contribution was received from an individual: **6**

NAME OF INDIVIDUAL

Complete these fields if the prohibited sponsorship contribution was received from an organization: **7**

NAME OF ORGANIZATION	CLASS*
MAILING ADDRESS	
NAME OF DIRECTOR	NAME OF DIRECTOR

***CLASSES OF CONTRIBUTORS:**
 1 – INDIVIDUAL, 2 – CORPORATION, 3 – UNINCORPORATED BUSINESS/COMMERCIAL ORGANIZATION,
 4 – TRADE UNION, 5 – NON-PROFIT ORGANIZATION, 6 – OTHER IDENTIFIABLE CONTRIBUTOR

Contact

Phone toll-free: 1-855-952-0280 / **TTY:** 1-888-456-5448

Mailing address:

PO Box 9275 Stn Prov Govt
Victoria, BC V8W 9J6

Phone: 250-387-5305

Fax: 250-387-3578

Toll-free fax: 1-866-466-0665

Email: electoral.finance@elections.bc.ca

Website: elections.bc.ca/lecfa

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