



# APPOINTMENT OF AUDITOR FOR AN INDIVIDUAL

PLEASE PRINT IN BLOCK LETTERS OR TYPE  
SEE REVERSE SIDE FOR INSTRUCTIONS

## PART A

### FULL NAME OF APPOINTING INDIVIDUAL

<b>1</b> LAST NAME	FIRST NAME	MIDDLE NAME(S)
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### 2 APPOINTING INDIVIDUAL IS A:

- CANDIDATE/NOMINEE  
 THIRD PARTY SPONSOR  
 LEADERSHIP CONTESTANT

**3** ELECTORAL DISTRICT (FOR CANDIDATES ONLY)

Please check one: **AUDITOR INDIVIDUAL**  **AUDITOR FIRM**

### AUDITOR

**4** FIRM

LAST NAME	FIRST NAME	MIDDLE NAME(S)
MAILING ADDRESS		
CITY / TOWN	PROVINCE	POSTAL CODE

**5** PHONE

ALTERNATE PHONE

FAX

EMAIL

### EFFECTIVE DATE OF APPOINTMENT:

**6** (YYYY/MM/DD)

## PART B

**7** I consent to my appointment as auditor for the above-named individual. I am aware of the duties and responsibilities of this position under the *Election Act* and **I am qualified to act as auditor** under section 179 of the *Election Act*.

SIGNATURE OF AUDITOR

DATE: (YYYY/MM/DD)

**WARNING:** Signing a false statement is a serious offence and is subject to significant penalties [s. 266].

## PART C

**8** SIGNATURE OF APPOINTING INDIVIDUAL

DATE: (YYYY/MM/DD)

### CEO / DEO USE ONLY

DATE RECEIVED: (YYYY/MM/DD)

# APPOINTMENT OF AUDITOR FOR AN INDIVIDUAL - 321 INSTRUCTIONS

PRINT IN BLOCK LETTERS OR TYPE, EXCEPT WHERE A SIGNATURE IS REQUIRED.

## PART A

- ① Name of individual appointing the auditor.
- ② Indicate whether the appointing individual is a candidate/nominee, third party sponsor or leadership contestant by ticking the appropriate box.
- ③ If this form is for a candidate/nominee, enter the the name of the electoral district in which the nominee/candidate wishes to seek election.
- ④ Enter the name of the auditing firm or individual auditor and their mailing address. Select either the "auditor individual" or "auditor firm" box, as applicable.
- ⑤ Enter contact information. As a minimum, the *Election Act* requires that a mailing address and phone number be provided. Please note this form is available for public inspection.
- ⑥ The effective date of appointment means the day on which the auditor assumes that position.

## PART B

- ⑦ The auditor must sign the appointment form, consenting to the appointment, confirming their qualification to act as an auditor, and acknowledging the duties and responsibilities of the position. If a firm has been appointed as auditor, an authorized individual of the firm must complete the consent statement.

An auditor must be qualified to be the auditor of a reporting company under the *Business Corporations Act* [*Election Act*, s. 179]. This means that the individual is a C.A., C.P.A. or is certified by the Auditor Certification Board.

The following persons are disqualified from acting as an auditor:

- election officials, voter registration officials or employees of Elections BC;
- individuals who do not have full capacity to enter into contracts;
- the candidate's financial agent;
- an individual who is a member of the same firm as the candidate's financial agent or a firm of which the candidate's financial agent is a member; and
- individuals who have been convicted of an offence under the *Election Act* or the *Recall and Initiative Act* within the last seven years [*Election Act*, s. 179].

## PART C

- ⑧ The appointment must be signed by the appointing individual.

Signing a false statement is an offence and is subject to the following penalties: a fine of up \$20,000; imprisonment for a term not longer than two years; or both [*Election Act*, s. 266].

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**For more information**  
**Phone toll-free 1-800-661-8683 / TTY 1-888-456-5448**  
**or contact**

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