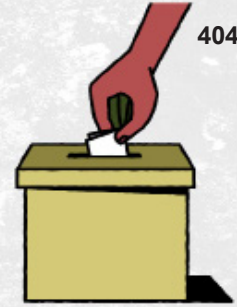


2022 General Local Elections



Campaign Financing for Local Candidates

This quick reference sheet helps financial agents understand the campaign financing and election advertising rules for local elections. A candidate is their own financial agent unless they appoint someone else.

This quick reference sheet is only a summary of the rules. For more detailed information, refer to the [Guide to Local Elections Campaign Financing in B.C. for Candidates and their Financial Agents](#).

Campaign account

- Financial agents must open a separate campaign account at a bank or credit union if the campaign has any financial transactions, including contributions from the candidate.

Campaign contributions

- Only eligible individuals can make campaign contributions. An eligible individual is a resident of British Columbia and a Canadian citizen or permanent resident. Organizations cannot make campaign contributions.
- There are campaign contribution limits for each calendar year for eligible individuals. The limit for 2022 is \$1,250 per campaign.
- Funds provided by a candidate to their own campaign are campaign contributions. Candidates are subject to the contribution limit for each calendar year, but unendorsed candidates can contribute an additional \$1,250 to their own campaign in 2022 (for a total of \$2,500).
- Campaign contributions must be made to the financial agent or an individual authorized in writing by the financial agent.
- The following **must** be recorded for all campaign contributions, including monetary or in-kind contributions:
 - Full name and residential address of contributor
 - Date contribution was made
 - Value of contribution
- Campaign contributions are not eligible for tax receipts.

Transfers

- Transfers include sending money or providing property or services between an elector organization and its candidates.
- Transfers can be made at anytime, including after General Voting Day.

Expenses

- Financial agents must record the details for all expenses and the dates when expenses are used. If the financial agent does not keep detailed records, it will be difficult to meet the disclosure requirements.
- Financial agents must approve all election expenses. The financial agent may authorize in writing another individual to pay for an election expense approved by the financial agent.
- All expenses must be paid from or reimbursed from the campaign account. This includes expenses paid for by a candidate using personal funds.
- All candidates are subject to campaign period expense limits. Expense limits can be found on the Elections BC website [here](#).

Sponsorship information

- Sponsorship information, also known as an authorization statement, is required on most election advertising in the pre-campaign period and campaign period. The authorization statement must include the name of the financial agent, the words “authorized by” in front of the financial agent’s name, and a B.C. phone number, or B.C. mailing address or email address at which the financial agent can be contacted. For example:

Authorized by John Doe, financial agent 250-123-4567

- There are monetary penalties for failing to include sponsorship information on election advertising.

Surplus campaign funds from previous election

- If a candidate ran in the last election, the financial agent must determine if there are any surplus campaign funds held in trust with the jurisdiction they ran in. Only surplus funds of \$500 or more are held in trust.
 - If funds exist, they can be transferred to the candidate's campaign account. The surplus funds and any accrued interest must be reported on the candidate's disclosure statement as other income.
 - If the candidate is running in a different jurisdiction than the last election, they forfeit any surplus funds.
- Information about surplus funds can be found on form 4311 – Disbursement of Surplus Funds in the candidate’s disclosure statement for the 2018 General Local Election.
- If a candidate was endorsed by an elector organization in the last election, and the elector organization managed their expenses, the surplus funds may have been transferred to the elector organization. In this case surplus funds are disbursed as directed by the elector organization.

Disclosure statement

- Every candidate must file a disclosure statement within 90 days of General Voting Day, including candidates who withdrew, were acclaimed or had few or no financial transactions. The statement must be completed on Elections BC forms.
- Keeping detailed records is one of the most important things to remember in order to complete the disclosure statement required by the *Local Elections Campaign Financing Act*. If a financial agent has questions on the rules or what to record, contact Elections BC.