## Candidate's Electoral Campaign Return (EC 20120) Instructions

## When to use this form

This form is mandatory for all candidates. Additionally, an audit report must also be submitted if contributions totalling $\$ 10,000$ or more were accepted or if electoral campaign expenses, not including transfers to affiliated political entities, totalling $\$ 10,000$ or more were incurred or if the candidate received $10 \%$ or more of the valid votes cast in the electoral district in which they were a candidate.

This form is due four months after election day.

## Tips for comple ting this form

## Part 1

ED code, Electoral district:
Refer to Annex I for a list of electoral district codes and names.

## Declaration:

The candidate and the official agent must sign the declaration by hand. Alternatively, if the Candidate's Electoral Campaign Return is submitted online using the Political Entities Service Centre, handwritten signatures are replaced by digital consent during the submission process.

The official agent must be the agent in Elections Canada's registry at the time of signing.

## Part 2a

List all monetary and non-monetary contributions received by the campaign.
For contributors whose total monetary and non-monetary contributions are greater than $\$ 200$, the full name and address must be recorded.

For contributions from contributors whose total monetary and non-monetary contributions are $\$ 200$ or less, on the last page used for Part 2 a , record the grand total of monetary and non-monetary contributions, along with the total number of contributors.

For anonymous contributions of $\$ 20$ or less, on the last page used for Part 2a, record the grand total of monetary and non-monetary contributions, along with the total approximate number of anonymous contributors.

For anonymous contributions from a general solicitation at a meeting or fundraising event: Supporting documentation would include a description of the function at which the contributions were collected, the date of the function, the approximate number of people at the function and the totalamount of a nonymous contributions accepted.

## Part 2b

Provide a separate Part 2 b for each loan.

## Loan details:

If there is more than one loan to the campaign, enter a loan number to identify the loan.
For overdrafts, enter the maximum amount overdrawn.
If a line of credit is used, the treatment will differ depending on whe ther the funds were deposited into the campaign bank account or used to pay suppliers directly:

If the funds from the line of credit were transferred into the campaign bank account, the sum of all transfers will be reported as a line of credit.
If campaign expenses were paid directly to the supplier from the line of credit, the maximum amount drawn from the line of credit will be reported as an overdraft.

## Variable interest rate:

If the interest rate is variable, enter the variable rate. For example, if a variable interest rate is $2 \%$ above prime, enter " +2 ."

## Balance of loan as of December 31:

Enter the outstanding balance at December 31 of each year. For example, if the campaign borrowed money in October 2019, you would report the balance of the loan as of December 2019.

## Part 2c

## Returned contributions:

Enter all contributions returned to contributors or remitted to the Chief Electoral Officer (CEO). For nonmonetary contributions that were used, the commercial value of the contributed property or service must be remitted to the CEO, payable to the Receiver General for Canada.

## Part 2d

Transfers received:
Nomination contestants in the same electoral district as the candidate, in respect of the same election, can make a monetary transfer to the candidate. If the transfer is from a registered association, enter the ir ED code. For a list of ED codes, re fer to Annex I.

## Part 2e

Other cash inflows received:
Enter all other cash inflows received.
For the non-contribution portion of fundraising revenue, enter the difference between the selling price and the contributions of the fundraising activity.

For returned cash advances, enter the unused returned portion of the cash advance.

## Part $2 f$

## Summary of inflows:

To determine the total campaign inflows, carry forward the total amounts and number of contributors or lenders, if applicable, from each Part to the corresponding boxes.

## Part 3a

## Electoral campaign expenses and other outflows:

List all of the electoral campaign expenses and other outflows. For each expense amount, record the amount that was either paid from the campaign bank account, remain unpaid, or were contributed by an individual or transferred from the registered party or a registered association or a combination there of.

If original supplier is different from intermediary supplier:
Enter the name of both the intermediary supplier and the original supplier. For example, if the campaign sublets office space from the registered association and pays the association, enter the registered association as the supplier and the landlord as the original supplier. The association must send an invoice to the candidate's campaign together with its original rental agreement and both documents must be submitted with this return.

## Expense types, Expense categories and Expense subcategories:

For a complete list of applicable expense types, expense categories and expense subcategories, refer to Annex II.

## Expenses where the individual amounts are immaterial:

For expenses where the individual amounts are immaterial, it is not necessary to record each expense separately. If the total amount of expenses is $\$ 200$ or less, enter the name of the individual as the supplier and "Various" as the name of the original supplier, and select the appropriate expense type and expense category and subcategory. For example, if a volunteer submits various receipts for miscellaneous expenses, a single entry can be entered for these expenses.

## Part 3b

Litigation and personal expenses not funded by the campaign:
Provide details of the candidate's litigation and personalexpenses that were paid from the contestant's own funds or from another source of funds. These expenses are not contributions if the funds were not deposited into the campaign bank account.

## Part 3c

## Summary of outflows:

The election expenses limit can be found on the Elections Canada website. To determine the total campaign outflows, carry forward the total amounts from parts 3 a and 3 b .

## Part 4

Non-monetary transfers sent to affiliated political entities:
Candidates can make non-monetary transfers to either the registered party, a registered association or to their own nomination campaign. If the transfer is to a registered association, enter the ir ED code. For a list of ED codes, refer to Annex I.

## Part 5

Unpaid loans and claims:
Provide details of all outstanding loans, including overdrafts and lines of credit, listed in Part 2 b and all unpaid claims listed in Part 3a.

## Part 6

Campaign bank reconciliation:
If all campaign transactions that went through the campaign bank account have been reported in the return, the amount in Box D3 will equal the amount in Box F3.

Campaign return transactions:
Carry forward all the amounts from the indicated parts of the return to determine the campaign's monetary surplus as at the date of the return.

Campaign bank account:
To determine the effective bank balance; list all credits and debits to the campaign bank account, and all outstanding cheques and outstanding deposits.

## Required Documents

Provide, with this return, the auditor's report and the Checklist for Audits (EC 20011) (if required), the Candidate's Statement of Expenses (EC 20220), invoices, bank statements, deposit slips, cancelled cheques, loan agreements (including all terms and conditions and repayment schedules), copies of contribution cheques, copies of contribution receipts, and other pertinent documents.

## Telephone help

If you are not sure how to complete this form or you have any questions, call the Political Entities Support Network at 1-800-486-6563.

## Where to send the form

This form, and any supporting documentation, can be sent by email (in PDF format), courier, mail or fax.

## Email

efr-rfe @elections.ca
Mail
Elections Canada
30 Victoria Street
Gatineau Quebec K1A 0M6

## Fax

Political Financing
1-888-523-9333 (toll-free)

## Annex I - List of Federal Electoral Districts

 Elections Canada| NEW FOUNDLAND |  |
| :---: | :---: |
| $\begin{aligned} & \text { ED } \\ & \text { code } \end{aligned}$ | Electoral District Name |
| 10001 | Avalon |
| 10002 | Bonavista-Burin-Trinity |
| 10003 | Coast of Bays-Central-Notre Dame |
| 10004 | Labrador |
| 10005 | Long Range Mountains |
| 10006 | St. John's East / St. John's-Est |
| 10007 | St. John's South—Mount Pearl / St. John's-Sud-Mount Pearl |
| PRI NCE EDW ARD I SLAND |  |
| $\begin{aligned} & \text { ED } \\ & \text { code } \end{aligned}$ | Electoral District Name |
| 11001 | Cardigan |
| 11002 | Charlottetown |
| 11003 | Egmont |
| 11004 | Malpeque |
| NOVA SCOTI A |  |
| ED code | Electoral District Name |
| 12001 | Cape Breton-Canso |
| 12002 | Central Nova / Nova-Centre |
| 12003 | Cumberland-Colchester |
| 12004 | Dartmouth-Cole Harbour |
| 12005 | Halifax |
| 12006 | Halifax West / Halifax-Ouest |
| 12007 | Kings-Hants |
| 12008 | Sackville—Preston-Chezzetcook |
| 12009 | South Shore-St. Margaret's |
| 12010 | Sydney-Victoria |
| 12011 | West Nova / Nova-Ouest |
| NEW BRUNSW I CK |  |
| $\begin{aligned} & \text { ED } \\ & \text { code } \end{aligned}$ | Electoral District Name |
| 13001 | Acadie-Bathurst |
| 13002 | Beauséjour |
| 13003 | Fredericton |
| 13004 | Fundy Royal |
| 13005 | Madawaska-Restigouche |
| 13006 | Miramichi-Grand Lake |
| 13007 | Moncton-Riverview-Dieppe |
| 13008 | New Brunswick Southwest / Nouveau-Brunswick-Sud-Ouest |
| 13009 | Saint John-Rothesay |
| 13010 | Tobique-Mactaquac |

QUEBEC

| $\begin{aligned} & \text { ED } \\ & \text { code } \end{aligned}$ | Electoral District Name |
| :---: | :---: |
| 24001 | Abitibi-Baie-James—Nunavik—Eeyou |
| 24002 | Abitibi-Témiscamingue |
| 24003 | Ahuntsic-Cartierville |
| 24004 | Alfred-Pellan |
| 24005 | Argenteuil-La Petite-Nation |
| 24006 | Avignon-La Mitis-Matane-Matapédia |
| 24007 | Beauce |
| 24008 | Beauport-Limoilou |
| 24009 | Bécancour-Nicolet-Saurel |
| 24010 | Bellechasse—Les Etchemins—Lévis |
| 24011 | Beloeil-Chambly |
| 24012 | Berthier-Maskinongé |
| 24013 | Thérèse-De Blainville |
| 24014 | Pierre-Boucher-Les Patriotes-Verchères |
| 24015 | Bourassa |
| 24016 | Brome-Missisquoi |
| 24017 | Brossard—Saint -Lambert |
| 24018 | Rimouski-Neigette—Témiscouata—Les Basques |
| 24019 | Charlesbourg-Haute-Saint-Charles |
| 24020 | Beauport-Côte-de-Beaupré-île d'Orléans-Charlevoix |
| 24021 | Châteauguay-Lacolle |
| 24022 | Chicoutimi-Le Fjord |
| 24023 | Compton-Stanstead |
| 24024 | Dorval-Lachine—LaSalle |
| 24025 | Drummond |
| 24026 | Gaspésie—Les Îles-de-la-Madeleine |
| 24027 | Gatineau |
| 24028 | Hochelaga |
| 24029 | Honoré-Mercier |
| 24030 | Hull-Aylmer |
| 24031 | Joliette |
| 24032 | Jonquière |
| 24033 | La Pointe-de-l'Île |
| 24034 | La Prairie |
| 24035 | Lac-Saint-Jean |
| 24036 | Lac-Saint-Louis |
| 24037 | LaSalle—Ém ard—Verdun |
| 24038 | Laurentides-Labelle |
| 24039 | Laurier-Sainte-Marie |
| 24040 | Laval-Les Îles |
| 24041 | Longueuil-Charles-LeMoyne |
| 24042 | Lévis-Lotbinière |
| 24043 | Longueuil-St-Hubert |
| 24044 | Louis-Hébert |
| 24045 | Louis-Saint-Laurent |
| 24046 | Manicouagan |
| 24047 | Mégantic-L'Érable |

## Annex I - List of Federal Electoral Districts

## Elections Canada

| 24048 | Mirabel |
| :--- | :--- |
| 24049 | Montarville |
| 24050 | Montcalm |
| 24051 | Montmagny—L'Islet—Kamouraska- |
| 24052 | Rivière-du-Loup |
| 24053 | Mount-Royal/Mont-Royal |
| 24054 | Outremont |
| 24055 | Papineau |
| 24056 | Pierrefonds-Dollard |
| 24057 | Pontiac |
| 24058 | Portneuf-Jacques-Cartier |
| 24059 | Québec |
| 24060 | Repentigny |
| 24061 | Richmond-Arthabaska |
| 24062 | Rivière-des-Mille-îles |
| 24063 | Rivière-du-Nord |
| 24064 | Rosemont-La Petite-Patrie |
| 24065 | Marc-Aurèle-Fortin |
| 24066 | Saint-Hyacinthe-Bagot |
| 24067 | Saint-Jean |
| 24068 | Saint-Laurent |
| 24069 | Saint-Léonard—Saint-Michel |
| 24070 | Saint-Maurice-Champlain |
| 24071 | Salaberry—Suroît |
| 24072 | Shefford |
| 24073 | Sherbrooke |
| 24074 | Vaudreuil-Soulanges |
| 24075 | Terrebonne |
| 24076 | Trois-Rivières |
| 24077 | Ville-Marie-Le Sud-Ouest-Île-des- |
| 24078 | Soeurs |

## ONTARIO

| ED <br> code | Electoral District Name |
| :---: | :--- |
| 35001 | Ajax |
| 35002 | Algoma-Manitoulin—Kapuskasing |
| 35003 | Aurora—Oak Ridges—Richmond Hill |
| 35004 | Barrie—Innisfil |
| 35005 | Barrie—Springwater—Oro—Medonte |
| 35006 | Bay of Quinte / Baie de Quinte |
| 35007 | Beaches-East York |
| 35008 | Brampton Centre |
| 35009 | Brampton East / Brampton-Est |
| 35010 | Brampton North / Brampton-Nord |
| 35011 | Brampton South / Brampton-Sud |
| 35012 | Brampton West / Brampton-Ouest |
| 35013 | Brantford—Brant |
| 35014 | Bruce—Grey—Owen Sound |
| 35015 | Burlington |
| 35016 | Cambridge |


| 35017 | Chatham-Kent-Leamington |
| :---: | :---: |
| 35018 | Davenport |
| 35019 | Don Valley East / Don Valley-Est |
| 35020 | Don Valley North / Don Valley-Nord |
| 35021 | Don Valley West / Don Valley-Ouest |
| 35022 | Dufferin-Caledon |
| 35023 | Durham |
| 35024 | Eglinton-Lawrence |
| 35025 | Elgin-Middlesex-London |
| 35026 | Essex |
| 35027 | Etobicoke Centre / Etobicoke-Centre |
| 35028 | Etobicoke-Lakeshore |
| 35029 | Etobicoke North / Etobicoke-Nord |
| 35030 | Flamborough-Glanbrook |
| 35031 | Glengarry-Prescott—Russell |
| 35032 | Guelph |
| 35033 | Haldimand-Norfolk |
| 35034 | Haliburton-Kawartha Lakes-Brock |
| 35035 | Hamilton Centre / Hamilton-Centre |
| 35036 | Hamilton East-Stoney Creek / Hamilton-Est-Stoney Creek |
| 35037 | Hamilton Mountain |
| 35038 | Hamilton West-Ancaster-Dundas / Hamilton-Ouest-Ancaster-Dundas |
| 35039 | Hastings-Lennox and Addington |
| 35040 | Huron-Bruce |
| 35041 | Kanata-Carleton |
| 35042 | Kenora |
| 35043 | King-Vaughan |
| 35044 | Kingston and the Islands / Kingston et les îles |
| 35045 | Kitchener Centre / Kitchener-Centre |
| 35046 | Kitchener-Conestoga |
| 35047 | Kitchener South-Hespeler / Kitchener-Sud-Hespeler |
| 35048 | Lambton-Kent-Middlesex |
| 35049 | Lanark-Frontenac-Kingston |
| 35050 | Leeds-Grenville-Thousand Islands and Rideau Lakes |
| 35051 | London-Fanshawe |
| 35052 | London North Centre / London-CentreNord |
| 35053 | London West / London-Ouest |
| 35054 | Markham-Stouffville |
| 35055 | Markham-Thornhill |
| 35056 | Markham—Unionville |
| 35057 | Milton |
| 35058 | Mississauga Centre / Mississauga-Centre |
| 35059 | Mississauga East- |
| 35060 | Mississauga-Erin Mills |
| 35061 | Mississauga-Lakeshore |
| 35062 | Mississauga-Malton |
| 35063 | Mississauga-Streetsville |
| 35064 | Nepean |

## Annex I - List of Federal Electoral Districts

Ēections Canada

| 35065 | Newmarket-Aurora | 35112 | Waterloo |
| :---: | :---: | :---: | :---: |
| 35066 | Niagara Centre | 35113 | Wellington-Halton Hills |
| 35067 | Niagara Falls | 35114 | Whitby |
| 35068 | Niagara West | 35115 | Willowdale |
| 35069 | Nickel Belt | 35116 | Windsor-Tecumseh |
| 35070 | Nipissing-Timiskaming | 35117 | Windsor West / Windsor-Ouest |
| 35071 | Northumberland-Peterborough | 35118 | York Centre / York-Centre |
|  | South/ Northumberland-PerterboroughSud | 35119 | York-Simcoe |
| 35072 | Oakville | 35120 | York South-Weston / York-Sud-Weston |
| 35073 | Oakville North—Burlington / Oakville- <br> Nord-Burlington | 35121 | Humber River—Black Creek |
| 35074 | Oshawa | MANITOBA |  |
| 35075 | Ottawa Centre / Ottawa-Centre | ED | Electoral District Name |
| 35076 | Orléans | code |  |
| 35077 | Ottawa South / Ottawa-Sud | 46001 | Brandon-Souris |
| 35078 | Ottawa-Vanier | 46002 | Charleswood-StJames-AssiniboiaHeadingley |
| 35079 | Ottawa West—Nepean / Ottawa-OuestNepean | 46003 | Headingley Churchill-Keewatinook Aski |
| 35080 | Oxford | 46004 | Dauphin-Swan River-Neepawa |
| 35081 | Parkdale-High Park | 46005 | Elmwood-Transcona |
| 35082 | Parry Sound-Muskoka | 46006 | Kildonan-St. Paul |
| 35083 | Perth-Wellington | 46007 | Portage-Lisgar |
| 35084 | Peterborough-Kawartha | 46008 | Provencher |
| 35085 | Pickering-Uxbridge | 46009 | Saint Boniface-Saint Vital |
| 35086 | Renfrew-Nipissing-Pembroke | 46010 | Selkirk-Interlake-Eastman |
| 35087 | Richmond Hill | 46011 | Winnipeg Centre / Winnipeg-Centre |
| 35088 | Carleton | 46012 | Winnipeg North / Winnipeg-Nord |
| 35089 | St. Catharines | 46013 | Winnipeg South / Winnipeg-Sud |
| 35090 | Toronto-St. Paul's | 46014 | Winnipeg South Centre / Winnipeg- |
| 35091 | Sarnia-Lambton |  |  |
| 35092 | Sault Ste. Marie <br> Scarborougn-Agıncourt | SASKATCHEW AN |  |
| 35093 |  |  |  |  |
| 35094 | Scarborough Centre / Scarborough- | code |  |
|  | Centre | 47001 | Battlefords-Lloydminster |
| 35095 | Scarborough-Guildwood | 47002 | Cypress Hills-Grasslands |
| 35096 | Scarborough North / Scarborough-Nord | 47003 | Desnethé-Missinippi-Churchill River / Desnethé-Missinippi-Rivière Churchill |
| 35097 | Scarborough—Rouge Park |  |  |
| 35098 | Scarborough Southwest / Scarborough-Sud-Ouest | 47004 | Carlton Trail-Eagle Creek / Sentier Carlton-Eagle Creek |
| 35099 | Simcoe-Grey | 47005 | Moose Jaw-Lake Centre-Lanigan |
| 35100 | Simcoe North / Simcoe-Nord | 47006 | Prince Albert |
| 35101 | Spadina-Fort York | 47007 | Regina-Lewvan |
| 35102 | Stormont-Dundas-South Glengarry | 47008 | Regina-Qu'Appelle |
| 35103 | Sudbury | 47009 | Regina-Wascana |
| 35104 | Thornhill | 47010 | Saskatoon-Grasswood |
| 35105 | Thunder Bay-Rainy River | 47011 | Saskatoon-University |
| 35106 | Thunder Bay-Superior North / Thunder | 47012 | Saskatoon West |
|  | Bay-Superior-Nord | 47013 | Souris-Moose Mountain |
| 35107 | Timmins-James Bay / Timmins-Baie James | 47014 | Yorkton-Melville |
| 35108 | Toronto Centre / Toronto-Centre |  |  |
| 35109 | Toronto-Danforth |  |  |
| 35110 | University-Rosedale |  |  |
| 35111 | Vaughan-Woodbridge |  |  |

## Annex I - List of Federal Electoral Districts

Ēlections Canada

## ALBERTA

| $\begin{gathered} \text { ED } \\ \text { code } \end{gathered}$ | Electoral District Name |
| :---: | :---: |
| 48001 | Banff-Airdrie |
| 48002 | Battle River-Crowfoot |
| 48003 | Bow River |
| 48004 | Calgary Centre / Calgary-Centre |
| 48005 | Calgary Confederation |
| 48006 | Calgary Forest Lawn |
| 48007 | Calgary Heritage |
| 48008 | Calgary Midnapore |
| 48009 | Calgary-Nose Hill |
| 48010 | Calgary Rocky Ridge |
| 48011 | Calgary Shepard |
| 48012 | Calgary Signal Hill |
| 48013 | Calgary Skyview |
| 48014 | Edmonton Centre / Edmonton-Centre |
| 48015 | Edmonton Griesbach |
| 48016 | Edmonton Manning |
| 48017 | Edmonton Mill Woods |
| 48018 | Edmonton Riverbend |
| 48019 | Edmonton Strathcona |
| 48020 | Edmonton West / Edmonton-Ouest |
| 48021 | Edmonton-Wetaskiwin |
| 48022 | Foothills |
| 48023 | Fort McMurray-Cold Lake |
| 48024 | Grande Prairie-Mackenzie |
| 48025 | Lakeland |
| 48026 | Lethbridge |
| 48027 | Medicine Hat-Cardston-Warner |
| 48028 | Peace River-Westlock |
| 48029 | Red Deer-Mountain View |
| 48030 | Red Deer-Lacombe |
| 48031 | St-Albert-Edmonton |
| 48032 | Sherwood Park-Fort Saskatchewan |
| 48033 | Sturgeon River-Parkland |
| 48034 | Yellowhead |

## BRITISH COLUMBIA

ED code 59001
59002
59003
59004
59005
59006
59007
59008
59009
59010 Cowichan-Malahat—Langford
59011 Delta

## Abbotsford

Burnaby North-Seymour/Burnaby-Nord-Seymour Burnaby South / Burnaby-Sud Cariboo-Prince George
Central Okanagan-Similkameen-Nicola
Chilliwack-Hope
Cloverdale—Langley City
Coquitlam—Port Coquitlam
Courtenay-Alberni

Fleetwood-Port Kells

59042 West Vancouver-Sunshine Coast-Sea
to Sky Country

## YUKON

| ED | Electoral District Name |
| :--- | :--- |
| code |  |
| 60001 | Yukon |

## NORTHW EST TERRI TORY


code
60001

ED
code
61001

Electoral District Name
Northwest Territories

## NUNAVUT

| ED | Electoral District Name |
| :--- | :--- |
| code |  |
| 62001 | Nunavut |

## Annex II- Expense types, expense categories and expense subcategories

## Expense Type - Election Expenses

## Expense category - Advertising

| Expense subcategory | Description |
| :--- | :--- |
| Mail outs | Mail outs (brochures, flyers, unaddressed mail, other) |
| Print media | Print media (ne wspapers, magazines, other) |
| Design \& de velopment | Design and development |
| Production costs | Production costs for videos |
| Placement costs | Placement costs |
| Signs | Signs (lawn signs, billboards, other) |
| Social media | Social media |
| TV | TV |
| Radio | Radio |
| Other | Other advertising (add description) |

Expense category - Voter contact

| Expense subcategory | Description |
| :--- | :--- |
| Calling services | Voter contact calling services |
| Database updates | Database updates |
| Text messaging | Text mes saging |
| Other | Other voter contact (add description) |

Expense category - Office

| Expense subcategory | Description |
| :--- | :--- |
| Furniture | Furniture |
| IT - Hardware | Information te chnology - Hardware |
| IT - Software | Information technology - Software |
| IT - Consulting | Information te chnology - Consulting |
| Office supplies | Office supplies |
| Rent \& lease | Rent and lease |
| Repairs \& maintenance | Repairs \& maintenance |
| Telephone \& internet | Telephone, internet |
| Utilities | Utilities (gas, hydro, water, other) |
| Website - de velopment | Website - de velopment |
| Website - hosting | Website - hosting |
| Other | Other office expenses (add description) |

Expense category - Salaries, wages \& consulting fees

| Expense subcategory | Description |
| :--- | :--- |
| Campaign workers | Campaign workers |
| Official Agent | Financial agent |
| Campaign manager | Campaign manager |
| Consulting fees | Consulting fees |
| Payroll remittances | Payroll remittances |
| Other | Other (add description) |

## Expense category - Campaign events

| Expense subcategory | Description |
| :--- | :--- |
| Non-ticketed fundraising events | Non-ticketed fundraising events |
| Campaign kick-off meetings | Campaign kick-off meetings |
| Campaign rallies | Campaign rallies |
| Other | Other (add description) |

## Expense category-Other

| Expense subcategory | Description |
| :--- | :--- |
| Bank fees | Bank fees |
| Interest | Interest on loan or line of credit, interest on overdraft |
| Transaction fees | Other transaction fees (Paypal, Interac, etc.) |
| Meals \&entertainment | Meals and entertainment |
| Non-candidate travel | Non-candidate travel (rentals, parking gas, mileage, taxis) |
| Other | Other (add description) |

## Expense Type - Pers onal Expenses

Expense category - Person with incapacity

| Expense subcategory | Description |
| :--- | :--- |
| Dependent care | Dependent care |

Expense category - Childcare

| Expense subcategory | Description |
| :--- | :--- |
| Babysitter \& daycare | Babysitter, daycare, camp |
| Other | Other childcare (add description) |

## Expense category - Disability

| Expense subcategory | Description |
| :--- | :--- |
| Assistant | Assistant |
| Equipment rental | Equipment rental |
| Construction \& renovation | Construction and renovation |
| Other | Other (add description) |

Expense category - Other (Up to 200\$)

| Expense subcategory | Description |
| :--- | :--- |
| Clothing | Clothing |
| Dry cleaning | Dry cleaning |
| Personal grooming | Personal grooming |
| Telephone | Telephone |
| Other | Other (add description) |

Expense category - Candidate's Representatives

| Expense subcategory | Description |
| :--- | :--- |
| Polling station | At a polling station |
| Office of the R.O. | Office of a returning officer |

## Expense Type - Accessibility

## Expense category - Voter

| Expense subcategory | Description |
| :--- | :--- |
| Accessible website | Accessible website |
| Sign language interpretation | Sign language interpretation |
| Communication products | Communication products |
| Construction \& renovation | Construction and renovation |
| Other | Other (add description) |

## Expense Type - Travel \& Living

Expense category - Living - during period

| Expense subcategory | Description |
| :--- | :--- |
| Meals | Meals |
| Incidentals | Incidentals |
| Temporary lodging | Te mporary lodging |
| Other | Other living expense (add description) |

Expense category - Living - outside period

| Expense subcategory | Description |
| :--- | :--- |
| Meals | Meals |
| Incidentals | Incidentals |
| Temporary lodging | Temporary lodging |
| Other | Other living expense (add description) |

Expense category - Travel - during period

| Expense subcategory | Description |
| :--- | :--- |
| Air - charter | Air - charter |
| Air - commercial | Air - commercial |
| Land - public transport | Land - bus, train or taxi |
| Land - rental/lease | Land - rental/lease |
| Land - gas and oil or mileage | Land - gas and oil or mileage |
| Land - repairs | Land - repairs |
| Water - ferry | Water - ferry |
| Water - boat rentalor costs | Water - boat rental or costs |
| Other | Other |

Expense category - Travel - outside period

| Expense subcategory | Description |
| :--- | :--- |
| Air - charter | Air - charter |
| Air - commercial | Air - commercial |
| Land - public transport | Land - bus, train or taxi |
| Land - rental/le ase | Land - rental/le ase |
| Land - gas and oil or mile age | Land - gas and oil or mile age |
| Land - repairs | Land - repairs |
| Water - ferry | Water - ferry |
| Water - boat rental or costs | Water - boat rental or costs |
| Other | Other (add description) |

## Expense Type - Litigation Expenses

Expense category - Litigation

| Expense subcategory | Description |
| :--- | :--- |
| Judicial recount | Judicial recount |
| Contested election | Contested election/selection |
| Court extension | Court extension |
| Revision or correction | Court request for re vision or correction |
| Payment of claim | Payment of claim |
| Relief from liability | Relief of candidate from liability due to act or omission of OA |
| Force of nature | Inability to provide document due to destruction by superior force |
| Relief correction CEO | Order for relief from correction or re vision at request of CEO |

## Expense Type - Other Campaign Expenses

## Expense category - Advances

| Expense subcategory | Description |
| :--- | :--- |
| Campaign manager | Campaign manager |
| Candidate | Candidate |
| Petty cash | Petty cash |
| Workers \& volunteers | Workers and volunteers |
| Other | Other (add description) |

Expense category - Outs ide election/contest period

| Expense subcategory | Description |
| :--- | :--- |
| Advertising - mail outs | Advertising - mail outs |
| Advertising - print media | Advertising - print media |
| Advertising - design \& de velopment | Advertising - design \& de velopment |
| Advertising - production costs | Advertising - production costs |
| Advertising - placement costs | Advertising - placement costs |
| Advertising - signs | Advertising - signs |
| Advertising - social media | Advertising - social media |
| Advertising - TV | Advertising - TV |
| Advertising - radio | Advertising - radio |
| Advertising - other | Advertising - other outside the election/contest period |
| Transaction fees | Transaction fees (Paypal, Interac, etc.) |
| Bank fees | Bank fees |
| Interest | Interest on loan or line of credit, interest on overdraft |
| Election night events | Election/selection night events |
| Furniture | Furniture |
| IT - Hardware | Information technology - Hardware |
| IT - Software | Information technology - Software |
| IT - Consulting | Information technology - Consulting |
| Office supplies | Office supplies |
| Rent \& lease | Office rent \& lease |
| Office - Repairs \& maintenance | Office - Repairs \& maintenance |
| Telephone \& Internet | Telephone \& Internet |
| Utilities | Utilities (gas, hydro, water, other) |
| Website | Website |
| Consulting fees | Consulting fees |
| Salaries \& wages | Salaries \& wages |
| Payroll remittances | Payroll remittances |
| Non-candidate travel | Non-candidate travel |
| Non-candidate meals \&entertainment | Non-candidate meals \& entertainment |
| Other | Other (add comments ) |

Expense category - Other

| Expense subcategory | Description |
| :--- | :--- |
| Auditor's fee | Auditor's fee |
| Candidate salary | Candidate salary |
| Deposits | Deposits |
| Fundraising expenses | Fundraising expenses |
| Returned contributions | Returned contributions |
| Candidate personal expenses $>\$ 200$ | Candidate personalexpenses over \$200 |
| Candidate reps $\mathbf{>} \$ 5000$ | Candidate's representatives over \$5000 |

## Expense category - Loan repayment

| Expense subcategory | Description |
| :--- | :--- |
| Loan repayment-principal | Loan payment - principal portion |

Expense category - Trans fers out

| Expense subcategory | Description |
| :--- | :--- |
| Nomination Contestant | Nomination Contestant |
| Registered Association | Registered Association |
| Registered Party | Registered Party |

