

Annual return for a Member of the Legislative Assembly for the **[insert year]** financial year

Please refer to the *Election funding, expenditure and financial disclosure [insert year] handbook* when completing this form. The handbook is available at:
[\[insert web address of handbook\]](#)

Authority for collecting information in this form is in section 230 of the *Electoral Act 1992*.
Information in the form will be made public from 7 September **[insert year]**, as required by section 243 of the Electoral Act.

What must be declared?

The MLA must provide details of gifts, payments and debts relevant to the **[insert year]** financial year. Where the MLA became or ceased to be an MLA during the year, only details relating to the period when the MLA was an MLA need to be shown.

MLAs are only required to report gift amounts that are received by the MLA in his or her capacity as an MLA or as a Minister.

MLAs are only required to disclose payments and outstanding debts that are made or incurred by an MLA in his or her capacity as an MLA for a purpose that relates solely or substantially to electoral expenditure. However, such payments and debts do not include the use of any funds provided to an MLA by the Legislative Assembly to assist the MLA in exercising his or her functions as an MLA.

If the MLA received a sum of amounts totalling \$1,000 or more from the same person or organisation during the year, the name and address of the payer and each individual amount received and the date it was received must also be shown.

Similarly, if an MLA is indebted for \$1,000 or more to the same person or organisation, the details of the person or organisation owed the debt must be shown.

If a sum or amount was received from, paid to or owed to, an unincorporated association, other than a registered industrial organisation, enter the name of the association in the "organisation name" column and provide the names and addresses of the members of the executive committee (however described) of the association as a separate list attached to this return.

If a sum or amount was paid out of or into, or incurred as a debt to, a trust fund or the funds of a foundation, enter the name, title or description of the trust fund or foundation in the "organisation name" column and provide the names and addresses of the trustees of the fund or foundation as a separate list attached to this return.

Enquiries and returns should be addressed to:

ACT Electoral Commission, **[insert postal address]**
[insert street address]
Phone: **[insert phone number]**
Fax: **[insert fax number]**
Email: **[insert email address]**
Web: www.elections.act.gov.au

The due date for lodging this return is 31 August **[insert year]**

Office use only: MLAs : **[insert year]**

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MLA details

Name of MLA:

Name of reporting agent:

(If a reporting agent has not been appointed, the MLA must complete the return)

Please enter X: I certify that the information contained in this return and its attachments is true and complete.

1. Gifts

Total gifts of money:

Total free facilities use:

Total other gifts-in-kind:

Total gifts: **\$0.00**

List the total value of all free facilities use received.

List the total value of all gifts-in-kind, other than free facilities use.

If gifts of \$1,000 or more were received from the same person or organisation, complete the required details on the "gifts" tab.

2. Anonymous gifts

Total anonymous gifts:

Of the gifts shown at 1 above, show the amount of anonymous gifts received.
An anonymous gift means a gift made anonymously that is less than \$1,000.

3. Payments

Total payments:

If a payment made by a person on behalf of the MLA was a gift-in-kind (such as paid advertising), include the value of the payment in this total.

4. Outstanding debts as at 30 June

Total debts outstanding:

For outstanding debts totalling \$1,000 or more owed to the same person or organisation, complete the required details on the "debts" tab.

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5. Gifts totalling \$1,000 or more

If the MLA received \$1,000 or more from a person or organisation during the year, the receipt date and type for each amount that contributed to the total sum must be shown on this tab.

| If received from an organisation | | If received from a person | | Address | Suburb | State/ Territory | Postcode | Date received | Amount or value | Type of gift (X in one column only) | | | If the gift is free facilities use or other gift-in-kind | |
|----------------------------------|-----------------|---------------------------|-------------|---------|--------|---------------------|----------|------------------|--------------------|--|---------------------------|---------------------------|---|------------|
| Organisation name | ABN (if any) | Surname | Given names | | | | | | | Gift of money | Free facilities use | Other gift-in- kind | Description | How valued |
| | | | | | | | | | | | | | | |
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6. Outstanding debts as at 30 June totalling \$1,000 or more

Provide the details of persons and organisations to whom an amount totalling \$1,000 or more is owed.

| If amount owed to an organisation | | If amount owed to a person | | Address | Suburb | State/ Territory | Postcode | Total amount owed |
|-----------------------------------|-----------------|----------------------------|-------------|---------|--------|---------------------|----------|-------------------------|
| Organisation name | ABN (if any) | Surname | Given names | | | | | |