

**[Monthly] Return for [insert month/defined period] showing
the receipt of gifts of \$1,000 or more by an associated entity**

Please refer to the *Guidelines for reporting of gifts received* when completing this form. The guidelines are available at:
[\[insert web address of guidelines\]](#)

Notwithstanding the effect of the Commonwealth changes that commenced on 1 December 2020, this form is intended to provide ACT associated entities with information on the disclosure requirements outlined within the ACT's *Electoral Act 1992* for gifts received totalling \$1,000 or more.

Authority for collecting information in this form is in section 216A of the *Electoral Act 1992*.
Information in the form will be made public as required by section 243A of the Electoral Act.

What must be declared?

[For monthly reporting] All gifts received by the associated entity, from the same person or organisation, that total \$1,000 or more during a financial year, must be declared within seven days of the end of the month in which the total amount received equals or exceeds \$1,000. Further, once the \$1,000 threshold for gifts received from the same person or organisation has been reached during a financial year, any further gifts, of any value, from that person or organisation, must be reported within 7 days of the end of the month in which the further gift(s) was received. Note that if the donations have been deposited by the associated entity, as soon as reasonably practicable, into an account specifically established for federal electoral purposes, the associated entity is not required under Territory law to disclose the amount of the gift or other particulars to the ACT Electoral Commission.

[For reporting in the defined period from 36 days before polling day until 30 days after the election is declared] For the defined period from 36 days before election day until 30 days after the election is declared, all gifts received by the associated entity, from the same person or organisation, that total \$1,000 or more during a financial year, must be declared within seven days of the total amount received from that person or organisation equaling or exceeding \$1,000. If during this defined period, any additional gift is received from the same person or organisation of any value, a further return must be made within 7 days of its receipt.

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.

What is an associated entity?

An associated entity is an entity that:

- Is controlled by 1 or more parties or MLAs; or
- Operates, completely or to a significant extent, for the benefit of 1 or more registered parties or MLAs.

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

[For monthly reporting only] The due date for lodging this return is [insert date]

Office use only: Associated Entities : Regular reporting

[Monthly] Return for [insert month/defined period] showing the receipt of gifts of \$1,000 or more by an associated entity

Date completed:

Please enter X:

(If a reporting agent has not been appointed, the registered officer of the party must complete the return)

[illegible]