

Form CR-6: NOMINATION CONTESTANT CONTEST REPORTING PERIOD FINANCIAL STATEMENT

Completion Guide

COMPLETING THE FINANCIAL STATEMENT

The contest reporting period financial statement has been designed to gather all the information required by the *Election Finances Act* in a form that can be reported on by the CFO or if an audited financial statement is required, then by an auditor. Financial statements are required to be audited if the contestant received at least \$10,000 in contributions and/or the contestant incurred at least \$10,000 in expenses. Audit subsidies are only paid out where the financial statements are required to be audited. This form does not replace the registered nomination contestant's bookkeeping responsibilities throughout the contest reporting period. The form is set out as follows:

- nomination contestant and chief financial officer (CFO) information;
- certification signed by the nomination contestant and CFO responsible for filing the financial statement;
- statement of contest reporting period income and expenses reported on by the CFO or the auditor; and
- various supporting schedules also reported on by the CFO or auditor

The supporting schedules are an integral part of the financial statement. It is important that each schedule agrees with the primary statement as required.

The electronic versions of this form are provided as a convenience. It is the responsibility of the filer to ensure the information filed with Elections Ontario is complete and accurate. Elections Ontario is not responsible for any errors or omissions caused by mistake, modification, or misuse of this template by the filer.

The form should be completed by typing or printing clearly. The form as filed will be photocopied for display and may be inspected by any person upon request at the office of the Chief Electoral Officer during normal office hours. Any person may make extracts from the documents and is entitled to copies of the documents upon payment for their preparation at such rate as the Chief Electoral Officer may determine.

SUBMITTING THE FINANCIAL STATEMENT

Before you send in this return, make sure that:

- it is signed by the registered CFO and nomination contestant;
- the signed auditor's reports and the auditor's invoice are included **if an audited financial statement is required**;
- and all required schedules are completed and attached.

- A complete listing of all contributions received (Last Name, First Name, Contribution Amount, Contribution type (Monetary, Goods/Services) Date Accepted (MMDDYYYY), Full Mailing Address)

If any of the above items are missing, your return will not be considered filed.

The contest reporting period financial statement must be filed no later than three months after the contest reporting period ends or after the date of cancellation.

Forms may be submitted by any conventional delivery method, including mail, fax, email or hand delivery. Mailed forms postmarked or courier receipted on or before the filing due date will be accepted as on time.

The onus for proving delivery to the Chief Electoral Officer rests with the person asserting that delivery has been made. Filing requires actual receipt by the Chief Electoral Officer, not simply sending to the Chief Electoral Officer.

The Chief Electoral Officer's staff is always available to provide assistance. Please contact us at:

Elections Ontario	Telephone: (416)325-9401
Compliance Division	Toll Free: 1-866-566-9066
51 Rolark Drive	Fax: (416)325-9466
Toronto, ON M1R 3B1	Email: electfin@elections.on.ca
Internet address: http://www.elections.on.ca	

INFORMATION AND CERTIFICATION

The name and contact information of the nomination contestant and the CFO should be complete as this will be the information used if any contact is required.

The certification section must be completed by the nomination contestant and the CFO who is responsible for filing the financial statement.

AUDITOR'S REPORT – FINANCIAL STATEMENT

If an audited financial statement is required:

The nomination contestant's auditor will complete the standard auditor's report as shown in this form unless the auditor wishes to submit a qualified report or a denial of opinion. This auditor's report is to provide an opinion on the statement of income and expenses. A separate auditor's report is also required to be provided as part of the supporting schedules.

STATEMENT OF INCOME AND EXPENSES

This statement should include all income received and expenses, including unpaid accounts and receivables, incurred by the nomination contestant in the contest reporting period.

All expenses incurred in the contest reporting period whether paid for, owing to suppliers or contributed should be categorized on the statement of income and expenses.

INCOME

Contributions

All contributions should be reported in this account. This includes monies contributed as well as contributions of goods or services. Schedule 2 requires a detailed breakdown of contributions. The contribution portion of fund-raising proceeds must be included in contributions.

Fund-Raising Events

Fund-raising income should represent only the revenue from fund-raising events not treated as contributions. Any contribution income from fund-raising events is included as contributions in Schedule 2. Schedule 3 assists in splitting out the two types of possible income from a fund-raising event (contributions and fund-raising income).

Cost Recovery Events

Income should represent only the revenue from the cost recovery events not treated as contributions. Any contribution income from the cost recovery events is included as contributions in Schedule 2.

General Collections at Meetings

Schedule 4 requires further reporting on each meeting held.

Other Income

Include and provide details of any other income that could not be classified elsewhere. This could include recoveries, gains on disposal of investments or fixed assets, etc. Do not include proceeds from loans.

EXPENSES

Accounting and Audit

This includes all expenses related to accounting, bookkeeping, and the net cost of the audit, which is determined by the auditor's invoice less any audit subsidy.

Advertising, Brochures, and Signs

This includes all payments for media advertising, except media advertising considered part of any other expense such as fund-raising or meeting expenses.

This includes all payments for brochures, including design fees, graphics, printing and distribution, and excluding brochures considered part of any other expense such as

fund-raising or meeting expenses. This account should not be adjusted for changes in inventory.

This includes all payments for sign design, printing, distribution, etc. This account should not be adjusted for changes in inventory.

Bank Charges

This includes all financial institution service charges, safety deposit box fees, cheque printing, etc.

Fund-Raising Expenses

This includes all expenses directly related to fund-raising which may include advertising, brochures, printing, catering, entertainment, postage, refreshments or hall rental. Revenue from a fund-raising event should not be netted with expenses.

General Collections at Meetings

This includes all expenses directly related to general collections at meetings.

Meetings Hosted

This includes all expenses related to meetings hosted, such as advertising, printing, postage, hall rental or refreshments.

Office and Equipment Rental

This includes office and equipment rental for the contest office.

Office Supplies and Stationery

This includes all general expenses such as office expenses, supplies, small tools and equipment. In addition, this amount includes the cost of all stationery not related to specific items such as fund-raising and meetings.

Postage and Courier

This includes all expenses for postal and courier services other than those related to items such as fund-raising and meetings.

Professional Fees

This includes all amounts paid in fees for professional services such as legal services and professional fund-raisers, other than for accounting and auditing.

Telecommunications

This includes expenses related to telecommunications such as fax, telephone and cable.

Travel

This includes all travel expenses such as vehicle rentals and mileage that are not related to specific items such as conventions, workshops or meetings attended.

Victory Party

This includes all expenses related to a function held following the closing of voting on the day of the vote. These expenses include all expenses directly related to the function such as advertising, printing, catering, entertainment, refreshments and hall rental.

Web and Internet

This includes all expenses related to web and internet.

Other Expenses

Include and provide details of any other expenses that could not be classified elsewhere such as expenses from social events.

NOTES TO FINANCIAL STATEMENT AND SCHEDULES

These notes are for informational purposes.

AUDITOR'S REPORT – SUPPORTING SCHEDULES

If an audited financial statement is required:

The nomination contestant's auditor will complete the standard auditor's report as shown in this form unless the auditor wishes to submit a qualified report or a denial of opinion. This auditor's report is to provide an opinion on the supporting schedules of the financial statement.

SCHEDULE 1: BORROWINGS AND OVERDRAFTS

Each indebtedness that the nomination contestant has had outstanding to any financial institution at any time during the contest reporting period must be reported separately on Schedule 1. This includes loans, lines of credits, or account overdrafts. If there are additional financial institutions and/or guarantors to report, include with your filing a copy of Schedule 1 completed as necessary or attach another sheet in a similar format.

SCHEDULE 2: CONTRIBUTIONS**Part 1 – Contributions**

Contributions must be broken down into separate totals - those received from fund-raising events and those received by all other methods.

In addition, contribution details regarding those from a single source greater than \$100, those from anonymous sources, and those paid or payable to the Chief Electoral Officer should be reported. For amounts payable to the Chief Electoral Officer, include these with the financial statement with cheques made payable to Elections Ontario.

The total amount of contributions on Schedule 2, Part 1 should agree to the statement of income and expenses.

Part 2 – List of Contributors Whose Contributions Totaled More Than \$100

For any aggregate contributions from a single source totaling more than \$100, the name and address of the contributor is to be provided. If insufficient space is provided, include with your filing a copy of Schedule 2 completed as necessary or attach another sheet in a similar format.

SCHEDULE 3: FUND-RAISING EVENTS

The attendance restrictions apply to these events.

Each event must be reported separately on Schedule 3. Provide complete details of each event, including the date, type of event, charge, portion of the charge deemed to be a contribution, and other income.

If admission/item charge per person is not consistent, provide a complete breakdown of all ticket/item sales.

Contact Elections Ontario if a silent auction has been held during the period to obtain a template to report information from this event.

The portion of revenue actually treated as contributions must be reported on Schedule 2 as contributions from fund-raising events.

The total revenue not treated as contributions as shown on Schedule 3 should agree to the statement of income and expenses.

Expenses should not be netted against revenue but should be accumulated and reported in the appropriate account in the expense section of the statement of income and expenses.

If there are additional fund-raising events to report, include with your filing a copy of Schedule 3 completed as necessary or attach another sheet in a similar format.

SCHEDULE 3a: COST RECOVERY EVENTS

Each event must be reported separately on Schedule 3a. Provide complete details of each event, including the date, type of event, charge and other income.

If admission/item charge per person is not consistent, provide a complete breakdown of all ticket/item sales.

Contact Elections Ontario if a silent auction has been held during the period to obtain a template to report information from this event.

The total revenue as shown on Schedule 3a should agree to the statement of income and expenses.

Expenses should not be netted against revenue but should be accumulated and reported in the other expenses account in the expense section of the statement of income and expenses.

If there are additional cost recovery events to report, include with your filing a copy of Schedule 3a completed as necessary or attach another sheet in a similar format.

SCHEDULE 4: GENERAL COLLECTIONS AT MEETINGS

Each meeting must be reported separately on Schedule 4. Provide complete details of the date and location. The total revenue as shown on Schedule 4 should agree to the statement of income and expenses.

SCHEDULE 6: CONTEST REPORTING PERIOD EXPENSES

Any suppliers where total payments exceeded \$100 for the period should be listed in Schedule 6, providing the name of the supplier, nature of the expenses and amount of payment. The supplier listed should be the original supplier of the goods or services and not the name of any contest member making a purchase on behalf of the nomination contestant. The nature of the expenses should match the description of expenses in the statement of income and expenses.

If there are additional suppliers to report, include with your filing a copy of Schedule 6 completed as necessary or attach another sheet in a similar format.

SCHEDULE 10: LIST OF ACCOUNTS PAYABLE

Schedule 10 provides a detailed breakdown of the accounts payable outstanding at the end of the contest reporting period.

Provide the original date of the charge, the name of the supplier, the nature of the charge and the amount.

SCHEDULE 15: STATEMENT OF DISPOSITION OF NOMINATION CONTESTANT SURPLUS OR DEFICIT

If there is a surplus at the end of the reporting period, the nomination contestant shall pay the funds over to the relevant political party or constituency association. In case of the contestant selected as the candidate for the electoral district (winning contestant), he or she may pay the funds into his or her depository for contributions as a candidate. If there is any variance between the amount of the surplus reported on the schedule and

what was reported on the statement of income and expenses, the Chief Electoral Officer must be informed of the full details.

If there is a deficit at the end of the reporting period, the nomination contestant must attach a separate schedule listing unpaid debts, including unpaid financial institution borrowings, making up the deficit and how these debts will be discharged. If there is any variance between the amount of the deficit reported on the statement of income and expenses and the payments made by the nomination contestant to settle the debt, the Chief Electoral Officer must be informed of the full details.

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Disponible aussi en français.

Auditor's Report – Financial Statement

To _____ (name of CFO), chief financial officer of
_____ (name of registered nomination contestant) and
the Chief Electoral Officer of Ontario:

I/We have audited the contest reporting period financial statement of _____
_____ (name of registered nomination contestant) which comprise of the statement
of income and expenses for the contest reporting period from _____ (date) to
_____ (date) and a summary of significant accounting policies and other
explanatory information. The financial statement has been prepared by the chief financial officer of
the nomination contestant based on the financial reporting provisions of Section 41.1(3) of the
Ontario *Election Finances Act* and guidance issued by the Chief Electoral Officer.

Management's Responsibility for the Financial Statement

The chief financial officer of the nomination contestant is responsible for the preparation and fair presentation of this financial statement in accordance with the financial reporting provisions of Section 41.1(3) of the Ontario *Election Finances Act* and guidance issued by the Chief Electoral Officer and for such internal control as he/she determines is necessary to enable the preparation of the financial statement that is free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

My/Our responsibility is to express an opinion on this financial statement based on my/our audit. I/We conducted my/our audit in accordance with Canadian generally accepted auditing standards. Those standards require that I/we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statement is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosure in the financial statement. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statement, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statement in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting principles used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statement.

I/We believe that the audit evidence I/we have obtained is sufficient and appropriate to provide a basis for my/our qualified audit opinion.

Basis for Qualified Opinion

Due to the inherent nature of the transactions of organizations of this type, the completeness of the various categories of income and expenses is not susceptible to satisfactory audit verification. Accordingly, my/our verification of income and expenses was/were limited to the amount recorded in the records of _____ (name of registered nomination contestant) and I/we was/were not able to determine whether any adjustments might be necessary to income, expenses and period surplus/deficit for the period from _____ (date) to _____ (date).

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Qualified Opinion

In my/our opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion paragraph, this financial statement presents fairly, in all material respects, the income and expenses of _____ (name of registered nomination contestant) for the contest reporting period from _____ (date) to _____ (date) in accordance with the financial reporting provisions of Section 41.1(3) of the Ontario *Election Finances Act* and the guidance issued by the Chief Electoral Officer.

Basis of Accounting

Without modifying my/our opinion, I/we draw attention to the Notes to Financial Statement, which describe the basis of accounting. The financial statement is prepared to assist the chief financial officer of the nomination contestant to meet the requirements of the Ontario *Election Finances Act* and the guidance issued by the Chief Electoral Officer. As a result, the financial statement may not be suitable for another purpose.

Signature of Auditor: _____

Date: _____

Auditor's Address: _____

Audit Fee: _____ (Attach auditor's invoice.)

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Statement of Income and Expenses

		from:			to:		
Income	Line Description	Prior to Call	+	Call to Vote	+	Post Vote	= Total
01	Contributions (from Line 203)				+		=
02	Fund-Raising Events (from Line 301)		+		+		=
03	Cost Recovery Events (from Line 301a)		+		+		=
04	General Collections at Meetings (from Line 401)		+		+		=
05	Other Income (provide full details below)		+		+		=
06	Total Income		+		+		=

Expenses	Line Description	Prior to Call (Excluded)	+	Call to Vote (Subject to Limit)	+	Post Vote (Excluded)	= Total
07	Accounting and Audit		+		+		=
08	Advertising, Brochures, and Signs		+		+		=
09	Bank Charges		+		+		=
10	Fund-Raising Expenses		+		+		=
11	General Collections at Meetings						
12	Meetings Hosted		+		+		=
13	Office and Equipment Rental		+		+		=
14	Office Supplies and Stationery		+		+		=
15	Postage and Courier		+		+		=
16	Professional Fees		+		+		=
17	Telecommunications (telephone, cable)		+		+		=
18	Travel		+		+		=
19	Victory Party		+		+		=
20	Web and Internet		+		+		=
21	Other Expenses (provide full details below)		+		+		=
22	Total Expenses		+		+		=

Line 023– Surplus/(Deficit) at End of Contest Reporting Period

Provide details of Other Income (Line 05) and Other Expenses (Line 21) below:

Other Income	Description	Prior to Call	+	Call to Vote	+	Post Vote	= Total
	_____		+		+		=
	_____		+		+		=
	_____		+		+		=
	Total Other Income:		+		+		=

Other Expenses	Description	Prior to Call (Excluded)	+	Call to Vote (Subject to Limit)	+	Post Vote (Excluded)	= Total
	_____		+		+		=
	_____		+		+		=
	_____		+		+		=
	Total Other Expenses:		+		+		=

To add additional Income or Expenses, copy this page, fill out as necessary and include with your filing.

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Notes to Financial Statement and Schedules

For the contest period from: _____ to: _____

Notes to Financial Statement

This financial statement has been prepared in accordance with the financial reporting provisions of section 41.1(3) of the Ontario *Election Finances Act* and the guidance issued by the Chief Electoral Officer.

The most significant accounting policies are as follows:

Contributions

- Contributions are considered accepted when deposited.
- Contributions of goods and services are recorded at their fair market value.

Expenses

- All expenses are recorded at their fair market value.
- Inventory of campaign materials is valued at their fair market value.
- Inventory other than campaign materials is valued at cost.
- Capital assets are expensed in the period of acquisition.

Notes to Schedules

These Schedules have been prepared in accordance with the financial reporting provisions of section 41.1(3) of the Ontario *Election Finances Act* and the guidance issued by the Chief Electoral Officer.

The most significant accounting policies are as follows:

Contributions

- Contributions are considered accepted when deposited.
- Contributions of goods and services are recorded at their fair market value.

Expenses

- All expenses are recorded at their fair market value.
- Inventory of campaign materials is valued at their fair market value.
- Inventory other than campaign materials is valued at cost.

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Auditor's Report – Supporting Schedules

To _____ (name of CFO), chief financial officer of _____ (name of registered nomination contestant) and the Chief Electoral Officer of Ontario:

I/We have audited the accompanying Schedules of Form CR-6 (the "Schedules") of _____ (name of registered nomination contestant) for the contest reporting period from _____ (date) to _____ (date).

Schedule 1: Borrowings and Overdrafts

Schedule 2: Contributions

Schedule 3: Fund-Raising Events

Schedule 3a: Cost Recovery Events

Schedule 4: General Collections at Meetings

Schedule 6: Contest Reporting Period Expenses

Schedule 10: List of Accounts Payable

Schedule 15: Statement of Disposition of Nomination Contestant Surplus or Deficit

These Schedules have been prepared by the chief financial officer of the nomination contestant based on the financial reporting provisions of Section 41.1(3) of the Ontario *Election Finances Act* and the guidance issued by the Chief Electoral Officer.

Management's Responsibility for the Schedules

The chief financial officer of the nomination contestant is responsible for the preparation of the Schedules in accordance with the financial reporting provisions of Section 41.1(3) of the Ontario *Election Finances Act* and guidance issued by the Chief Electoral Officer, and for such internal control as he/she determines is necessary to enable the preparation of the Schedules that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

My/Our responsibility is to express an opinion on the Schedules based on my/our audit. I/We conducted my/our audit in accordance with Canadian generally accepted auditing standards. Those standards require that I/we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the Schedules are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the Schedules. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the Schedules, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation of the Schedules in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the Schedules.

I/We believe that the audit evidence I/we have obtained is sufficient and appropriate to provide a basis for my/our qualified audit opinion.

Basis for Qualified Opinion

Due to the inherent nature of the transactions of organizations of this type, the completeness of the various categories of income and expenses is not susceptible to satisfactory audit verification. Accordingly, my/our verification of income and expenses was limited to the amounts recorded in the records of _____ (name of registered

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nomination contestant) and I/we was/were not able to determine whether any adjustments might be necessary to income and expenses for the period from _____ (date) to _____ (date).

Qualified Opinion

In my/our opinion, except for the possible effects of the matter described in the Basis for Qualified Opinion paragraph, the financial information set out in the Schedules of Form CR-6 of _____ (name of registered nomination contestant) for the contest reporting period from _____ (date) to _____ (date) is prepared, in all material respects, in accordance with the financial provisions of Section 41.1(3) of the Ontario *Election Finances Act* and the guidance issued by the Chief Electoral Officer.

Basis of Accounting

Without modifying my/our opinion, I/we draw attention to the Notes to the Schedules, which describe the basis of accounting. The Schedules are prepared to assist the chief financial officer of the nomination contestant to meet the requirements of the Ontario *Election Finances Act* and the guidance issued by the Chief Electoral Officer. As a result, the Schedules may not be suitable for another purpose.

Signature of Auditor: _____

Date: _____

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Schedule 1: Borrowings and Overdrafts

Financial Institution: _____ **Date Amount was Borrowed:** ____ / ____ / ____ (MM/DD/YYYY) **Loan Due Date:** ____ / ____ / ____ (MM/DD/YYYY)

Address: _____ **City:** _____ **Postal Code:** _____

Telephone: _____ **Email:** _____

Line 101	Original Amount Borrowed	_____
Line 102	Amount Repaid During the Period	_____
Line 103	Amount Outstanding at End of Period	_____

Guarantor(s)

First Name:	Last Name:	Address:	City:	Postal Code:	Amount of Guarantee:
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

Financial Institution: _____ **Date Amount was Borrowed:** ____ / ____ / ____ (MM/DD/YYYY) **Loan Due Date:** ____ / ____ / ____ (MM/DD/YYYY)

Address: _____ **City:** _____ **Postal Code:** _____

Telephone: _____ **Email:** _____

Line 101	Original Amount Borrowed	_____
Line 102	Amount Repaid During the Period	_____
Line 103	Amount Outstanding at End of Period	_____

Guarantor(s)

First Name:	Last Name:	Address:	City:	Postal Code:	Amount of Guarantee:
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

Line 107 Total Amount Outstanding At End of Period

To add additional financial institutions and/or guarantors, copy this page, fill out as necessary and include with your filing.

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Schedule 3: Fund-Raising Events

The attendance restrictions apply to these events.

Name and Description of Event: _____

Date Held: _____ (MM/DD/YY)

Price per Ticket (A): _____ Number of Tickets Sold (B): _____

Direct Cost Per Ticket (C): _____ Contribution Portion per Ticket (D = A - C): _____

Total Contributions (B * D): _____ Total Fund-Raising Income (E= B*C): _____

Other Income from Event not Treated as Contribution (provide details below):

<i>Description</i>	<i>Amount</i>
_____	_____
_____	_____
_____	_____

Total Other Income from Event not Treated as Contribution (F): _____

Total Fund-Raising Income from Event (E + F): _____

Name and Description of Event: _____

Date Held: _____ (MM/DD/YY)

Price per Ticket (A): _____ Number of Tickets Sold (B): _____

Direct Cost Per Ticket (C): _____ Contribution Portion per Ticket (D = A - C): _____

Total Contributions (B * D): _____ Total Fund-Raising Income (E= B*C): _____

Other Income from Event not Treated as Contribution (provide details below):

<i>Description</i>	<i>Amount</i>
_____	_____
_____	_____
_____	_____

Total Other Income from Event not Treated as Contribution (F): _____

Total Fund-Raising Income from Event (E + F): _____

Line 301 Total Fund-Raising Income (to Line 02) _____

Line 302 Total Contributions from Fund-Raising (to Line 202) _____

To add additional fund-raising events, copy this page, fill out as necessary and include with your filing.

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Schedule 3a: Cost Recovery Events

Name and Description of Event: _____

Date Held: _____ (MM/DD/YYYY)

Price per Ticket (A): _____ Number of Tickets Sold (B): _____

Income from Admission Charge (C=AxB): _____

Income From Other Sources not Treated as Contribution (bar/food/auction) (D)*: _____

Total Income (Excluding Contributions) (E=C+D): _____

Total Expenses (Including bar/food/auction) (F): _____

Difference (Excess must be paid to Elections Ontario) (G=E-F): _____

* Details of Income From Other Sources not Treated as Contribution:

<i>Description</i>	<i>Amount</i>
_____	_____
_____	_____
Total Income From Other Sources Not Treated as Contribution (D):	_____

Name and Description of Event: _____

Date Held: _____ (MM/DD/YYYY)

Price per Ticket (A): _____ Number of Tickets Sold (B): _____

Income from Admission Charge (C=AxB): _____

Income From Other Sources not Treated as Contribution (bar/food/auction) (D)*: _____

Total Income (Excluding Contributions) (E=C+D): _____

Total Expenses (Including bar/food/auction) (F): _____

Difference (Excess must be paid to Elections Ontario) (G=E-F): _____

* Details of Income From Other Sources not Treated as Contribution:

<i>Description</i>	<i>Amount</i>
_____	_____
_____	_____
Total Income From Other Sources Not Treated as Contribution (D):	_____

Line 301a Total Income (Excluding Contributions) From Events (to Line 03)

To add additional cost recovery events, copy this page, fill out as necessary and include with your filing.

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Schedule 4: General Collections at Meetings

Date of Meeting: _____ (MM/DD/YYYY)

Location of Meeting: _____

Number of Attendees: _____

Amount Collected: _____

Total Expenses Incurred: _____

Date of Meeting: _____ (MM/DD/YYYY)

Location of Meeting: _____

Number of Attendees: _____

Amount Collected: _____

Total Expenses Incurred: _____

Date of Meeting: _____ (MM/DD/YYYY)

Location of Meeting: _____

Number of Attendees: _____

Amount Collected: _____

Total Expenses Incurred: _____

Date of Meeting: _____ (MM/DD/YYYY)

Location of Meeting: _____

Number of Attendees: _____

Amount Collected: _____

Total Expenses Incurred: _____

Line 401 Total Amount Collected (to Line 04) _____

Line 402 Total Expenses Incurred _____

To add additional meetings, copy this page, fill out as necessary and include with your filing.

