

Party Expenses Return for the 2020 General Election

DECLARATION

1. Party name:
ACT NEW ZEALAND

Party secretary name:

DANAE SMITH

2. ELECTION EXPENSES LIMIT FOR THE PARTY

Did you contest the party vote?

Answer YES or NO

YES

YES =
\$1,199,000

\$1,199,000

Number of electorate candidates
for the party

56 57

Number x
\$28,200

~~\$1,579,200~~
\$1,607,400

Expenditure limit (inc GST)

Total

~~\$2,778,200~~
\$2,806,400

3. TOTAL PARTY ELECTION EXPENSES

Part A: Party advertisements promoted solely by party

\$1,082,166.64

Part B: Party advertisements shared with candidates
or other parties

\$0.00

Part C: Authorised party advertisements promoted by
third parties

\$0.00

Total (A + B + C)

\$1,082,166.64

4. PARTY BROADCASTING ALLOCATION

TOTAL ALLOCATION TO THE PARTY:

Write 'NIL' if the party did not receive a broadcasting
allocation under the Broadcasting Act

\$150,755

5. TOTAL PARTY ALLOCATION EXPENSES

Part D: Party only allocation expenses

\$150,740.17

Part E: Party and candidate shared allocation expenses

\$0.00

Part F: Candidate only allocation expenses

\$0.00

Total (D + E + F)

\$150,740.17

6. I declare that to the best of my knowledge this return, filed pursuant to sections 206I and 206IA of the Electoral Act 1993, is an accurate record of the party's election expenses and the party's allocation expenses for the 2020 general election, and any allocation received has only been used for purposes permitted under section 80A of the Broadcasting Act 1989.

SIGNATURE

DATE: DD / MM / YYYY
22/03/2021

COMPLETING THE RETURN

You can complete the return electronically or by hand. If you complete the form electronically each part will be automatically added up for you, as well as the totals on this page of the return.

For information on types of electronic signatures that the Commission accepts, please see the **How to Complete Your Party Return Form** instruction sheet.

CHECKLIST

Steps 1, 2 and 4 completed on this page ☒

Parts A to C (step 3) completed ☒

Parts D to F (step 5) completed if party received a broadcasting allocation ☒

Party secretary signed and dated the return ☒

All relevant supporting documentation supplied to auditor ☒

Auditor stamped or initialled a copy of the return to keep for own records ☒

Auditor's report enclosed ☒

Representation letter enclosed, if used ☒

FILING THE RETURN

The return must be received by the Electoral Commission by **5pm, 17 March 2021** (within 90 working days of election day). A party secretary who fails to comply with these requirements commits an offence and may be referred to the Police.

The return can be filed:

- by post to PO Box 3220, Wellington 6140
- delivered to Level 4, 34-42 Manners Street, Wellington
- by email to: enquiries@elections.govt.nz

Reminder: the returns are open to public inspection and will be published on www.elections.nz.

Further information on party expenses is available in the **Party Secretary Handbook** –



PART A: PARTY ADVERTISEMENTS SOLELY PROMOTING THE PARTY

In this part you should record all election expenses incurred in relation to party advertisements published, or that continued to be published, during the regulated period for the general election (18 August to 16 October 2020) solely promoting the party.

For advertisements published both before and during the regulated period you should apportion the costs so that only a fair proportion of the expenses are attributed to being incurred during the regulated period. Only record the amount attributable to the regulated period in the return.

Disclose the total amount incurred on election advertisements published during the regulated period even if payment for the advertising was made outside of the regulated period.

Election and referendum expenses can't be apportioned. If you published advertising during the regulated period that promoted the party and one or

more referendum options, the full cost counts as a party election expense and a referendum expense. You only need to complete a referendum return if your party spends over \$100,000 on referendum advertising in respect of either referendum during the regulated period.

Election expenses include:

- the costs incurred in the preparation, design, composition, printing, postage or publication of the advertisement, and
- the reasonable market value of any material used or applied towards the advertisement provided to the party for free or below reasonable market value.

Further guidance is available in the *Party Secretary Handbook – General Elections and Referendums 2020*.

WRITE 'NIL' IF YOU HAVE NO EXPENSES TO DECLARE HERE:

TOTAL FOR PART A

\$1,082,166.64

Item description Provide details of the type of advertisement, name of advertiser or supplier, volume, duration and size as appropriate	Value \$0.00 (inc GST)
EXAMPLE: Display Billboards Ltd: 22/09/2020 - 16/10/2020: 3 x Billboards: 2000mm x 1000mm	\$1,200.00
J Windsor (Hoardings) materials, installation, labour, dismantle	\$34,861.27
Panda Graphic Imaging Ltd (Hoardings) production 870 - 2440x1220mm, 685 - 600x900mm	\$48,609.16
Mesh Print Ltd (Hoardings) production, 50 x Coreflute 2440x1220mm, 30/08	\$1,543.88
Warkworth Car & Truck Rentals - (Hoardings) delivery 15/10	\$247.50
Pinnacle Group Ltd (Bus advertising) hireage, adhesive removal 03/08-20/10	\$26,884.71
Panda Graphic Imaging Ltd (Bus advertising) skin production, application, removal	\$6,227.25
Harvey Cameron (Social media advertising) 18/6 - 31/10	\$697,289.29
Farrimond (Creative design) social media, events, hoardings, bus, photography, videography, flyers May - Sep 20	\$93,422.08
Facebook (Social media advertising) Jul - Oct 20	\$12,645.84
Exhibit Group (NZ) Ltd - display unit x1 07/20	\$2,170.05
Exhibit Group (NZ) Ltd - display unit x1 02/20	\$5,749.43
MacWork Design & Print Ltd (Printing) flyers x50k, x9.5k, x1k, x500, x1k, x25k, x1k, x2k, x100k, x20k, x600, x1.2k, x	\$18,236.12
MacWork Design & Print Ltd - pull up banner x18, teardrop flag x1 29/07	\$5,850.63
MacWork Design & Print Ltd (Printing) posters x300 27/08	\$224.25
MacWork Design & Print Ltd (Printing) t-shirts x200 27/08	\$4,818.50
MacWork Design & Print Ltd (Printing) lapel badges 28/09	\$2,300.00
MacWork Design & Print Ltd - pull up banner x6 28/09	\$1,290.88
MacWork Design & Print Ltd (Printing) rosette stickers 30/10	\$439.88
MacWork Design & Print Ltd - pull up banner x4 30/10	\$911.38
Ribbons and Rosettes - rosettes x100 3/7	\$1,148.85
Nelson Weekly Ltd (Print ads) 01/07, 05/08, 12/08, 04/08, 19/08	\$2,066.55
Coastal Media Ltd (Print ads) Aug 20	\$2,294.25
Macauley Properties Ltd (Billboard) rental to 16/10	\$2,328.75
Mesh Print Ltd (Billboard) supply, install, deinstall 6000x3000mm 17/08	\$902.75
Western Mailing Ltd (Direct mail) envelopes x 100k June	\$5,117.50
Keyframe Pictures Lrd (Social Media) video & production July, Aug, Sept	\$10,907.31
Adworx (Radio ads) preparation July	\$8,050.00
F Poole (Social media) video editing 26/7-4/10	\$4,700.00
Stuff Limited (Print ads) Bus tour 18/08,19/08,11/09, 17/09, 23/09,	\$2,987.85
Ashburton Guardian (Print ads) Bus tour 14/9	\$402.50

Item description Provide details of the type of advertisement, name of advertiser or supplier, volume, duration and size as appropriate	Value \$0.00 (inc GST)
Allied Press Ltd (Print ads) Bus tour 14/9, 17/9	\$950.52
Greymouth Star Ltd (Print ads) Bus tour 28/09	\$469.20
NZME Holdings Ltd (Print ads) Bus tour 28/09, 30/09	\$1,697.80
NZ Post Ltd (Postage) leaflets, direct mail Sept	\$6,688.45
Exhibit Group (NZ) Ltd- display panels x6 24/09	\$4,623.00
Legal Recruits Ltd (Postage) bags, labels Sep	\$1,041.97
City Print Communications Ltd (Printing) flyers x20k 06/10	\$2,350.60
Streamline Mail Solutions Ltd (Printing) flyers x10k 12/10	\$1,053.40
Wellington Suburban Newspapers Ltd (Print ads) 19/08	\$455.50
The Eastbourne Herald (Print ads) Aug	\$1,036.04
Nelson Weekly Ltd (Print ads) 4/8, 5/8, 12/8, 19/8, 26/8, 16/9, 30/09	\$2,158.55
Allied Press Ltd (Print ads) 16/9,17/9	\$1,044.94
SriLanka NZ Ltd (Print ads) 01/10	\$75.00
Harvey Cameron (Print ads) 25/09	\$893.25
Coastal Media Ltd (Print ads) Aug 20	\$2,294.25
Stuff Limited (Print ads) 11/9, 24/9	\$1,025.34
NZME Holdings Ltd (Print ads) 24/9	\$345.98
Local Matters 2005 Ltd (Print ads) 1/10	\$485.30
Mesh Print Ltd (Billboard) supply, install, deinstall 5600x11450mm 30/08	\$6,037.50
Mailchimp (Website) Aug, Oct	\$1,319.99
Stuff Limited (Print ads) 8/10, 15/10	\$430.10
NZME Holdings Ltd (Print ads) 1/10, 2/10, 8/10	\$1,149.32
Wairarapa Times (Print ads) 1/10	\$430.10
A Radich (Print ads) Consultant	\$13,440.00
E2020 Media Ltd (Paid editorials) 02.09, 30.10	\$6,900.00
Bus driver & fuel Sep, Oct	\$13,625.04
Now 365 Logistics Ltd (Leaflets) Sept	\$776.99
Hireace Ltd (Hoardings) Sept	\$2,040.10
Sabines Crafty Corner (Merchandise) Sept	\$200.00
L Trietsch (Facebook design) Sept	\$1,000.00
N Tait (Facebook design) Oct	\$1,500.00

In this part you should record all election expenses incurred in relation to election advertisements published, or that continued to be published, during the regulated period for the general election (**18 August to 16 October 2020**) promoting the party and one or more candidates or parties.

Apportionment is permitted between the party and a candidate(s) or other party(ies). Where an expense item has been apportioned between the party and candidate(s) or party(ies), record the total cost of the advertisement and the share apportioned to the party based on coverage. You should ensure there is a consistent description and approach to apportionment in each return of election expenses. Record the name of the candidate(s) or other party(ies) featured in the advertising in the item description.

Election and referendum expenses can't be apportioned. If you published advertising during the regulated period that promoted the party, one or more candidates and one or more referendum options, the total cost of the advertisement must also be counted separately as a referendum expense. You only need to complete a referendum return if your party spends over \$100,000 on referendum advertising in respect of either referendum during the regulated period.

For advertisements published both before and during the regulated period you should apportion the costs so that only a fair proportion of the expenses are attributed to being incurred during the regulated period. Only record the amount attributable to the regulated period in the return.

Disclose the total amount incurred on election advertisements published during the regulated period even if payment for the advertising was made outside of the regulated period.

Election expenses include:

- the costs incurred in the preparation, design, composition, printing, postage or publication of the advertisement, and
- the reasonable market value of any material used or applied towards the advertisement provided to the party for free or below reasonable market value

Further guidance is available in the *Party Secretary Handbook – General Elections and Referendums 2020*.

NIL

TOTAL FOR PART B

[illegible]

PART C: AUTHORISED PARTY ADVERTISEMENTS PROMOTED BY A THIRD PARTY PROMOTER

In this part you should record all election expenses incurred in relation to party advertisements promoted by a third party promoter with your written authorisation and published, or that continued to be published, during the regulated period for the general election (18 August to 16 October 2020). Expenses cannot be apportioned with third party promoters. If you authorised someone else to publish advertising encouraging people to vote for the party, the cost of the advertising will be a party election expense and the same costs will also be an election expense of the third party. Record the name of the third party promoter in the item description.

Election and referendum expenses can't be apportioned. If a third party published advertising during the regulated period that promoted the party and one or more referendum options, the total cost of the advertisement must be counted separately as both a referendum expense and an election expense by both the party and the third party.

For advertisements published both before and during the regulated period you should apportion the costs so that only a fair proportion of the expenses are

attributed to being incurred during the regulated period. Only record the amount attributable to the regulated period in the return.

Disclose the total amount incurred on election advertisements published during the regulated period even if payment for the advertising was made outside of the regulated period.

Election expenses include:

- the costs incurred in the preparation, design, composition, printing, postage and publication of the advertisement, and
- the reasonable market value of any material used or applied towards the advertisement provided to the party for free or below reasonable market value.

Further guidance is available in the *Party Secretary Handbook – General Elections and Referendums 2020*.

WRITE 'NIL' IF YOU HAVE NO EXPENSES TO DECLARE HERE:

NIL

TOTAL FOR PART C

\$0.00

Item description

Provide details of the type of advertisement, name of advertiser or supplier, volume, duration and size as appropriate as well as the name of the third party which promoted the advertising.

Value \$0.00
(inc GST)

EXAMPLE: Display Advertising Ltd: 1/06/2020 - 30/09/2020: 3 x billboards: 2000mm x 1000mm
Workers United

\$1,200.00



PART D: PARTY ONLY BROADCASTING ALLOCATION EXPENSES

You must complete Parts D to F if the party received an allocation of money for broadcasting pursuant to Part 6 of the Broadcasting Act 1989 to produce or place advertising on television, radio or the internet for the 2020 general election and referendums.

Advertising paid for using the broadcasting allocation is excluded from the definition of party election expense. However, it is not excluded from the definition of referendum expense. If you use the allocation to produce and publish advertising during the regulated period that promoted one or more referendum options, the

cost of the advertisement must also be counted separately as a referendum expense. You only need to complete a referendum return if your party spends over \$100,000 on referendum advertising in respect of either referendum during the regulated period.

In Part D you should record details of all expenses incurred using the broadcast allocation promoting the party or attacking another party or candidate or encouraging people to vote or not to vote in a particular way in a referendum.

WRITE 'NIL' IF YOU HAVE NO EXPENSES TO DECLARE HERE:

TOTAL FOR PART D	\$150,740.17
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\$150.740.17

[illegible]

In Part E record allocation expenses used to produce or place advertising on television, radio or the internet featuring the party and one or more candidates.

PROVIDE the following information below:

- **Supplier's name and address:** This should be the media buyer or broadcaster on the invoice provided to the Electoral Commission for payment of the account
- **Invoice date or dates**

- **Description of allocation of expenses:** List the total production costs, television placement, radio placement and internet placement costs for each supplier separately and the names of the candidates
- **Value \$0.00 Inc GST**
- **% apportioned to the party**
- **% apportioned to the candidate**

WRITE 'NIL' IF YOU HAVE NO EXPENSES TO DECLARE HERE: NIL

NIL

TOTAL FOR PART E

\$0.00



In Part F record the party's broadcasting allocation used to produce or place a candidate election advertisement on television, radio or the internet.

PROVIDE the following information below:

- **Supplier's name and address:** This should be the media buyer or broadcaster on the invoice provided to the Electoral Commission for payment of the account
- **Invoice date or dates**

- **Description of allocation of expenses:** List the total production costs, television placement, radio placement and internet placement costs for each supplier separately
- **Candidate name**
- **Value \$0.00 inc GST**

WRITE 'NIL' IF YOU HAVE NO EXPENSES TO DECLARE HERE: NIL

TOTAL FOR PART F

\$0.00

[illegible]

INDEPENDENT AUDITOR'S REPORT

To the Party Secretary of ACT New Zealand

Qualified Opinion

We have audited the accompanying Party Election Expenses Return for the 2020 General Election (the 'Return') prepared by ACT New Zealand (the "Party") for the regulated period for the general election from 18 August to 16 October 2020 as required by Section 206L of the Electoral Act 1993 (the "Act").

In our opinion, except for the effects of the matters described in the Basis for Qualified Opinion paragraph, the position shown by the return in respect of the requirement that the party's total election expenses did not exceed the maximum amount as prescribed by section 206C is correct.

Basis for Qualified Opinion

Based on the evidence obtained from our procedures we note the following limitations:

- We are not the auditor of the Party Electorate Committees or branches; our scope was therefore limited in respect of assessing the completeness of election expenses which may have been received and established at Local Electorate Committees or branch level; and
- Controls over the recording of election expenses that may have been provided at no cost are limited as there are no practical procedures to determine the effect of this limited control; and
- Difficulties in the apportionment of election expenses of election activity between candidates and the Party as a whole; and
- Materials used for advertisements may have been provided free of charge, or below reasonable market value and there are no practical audit procedures to determine whether they have been comprehensively recorded or not.

Due to the nature of these issues, we do not believe there is further information that can be provided to us by the Party which would allow us to determine the effect of these limited controls.

Party Secretary's Responsibilities

The Party Secretary of ACT New Zealand is responsible for the preparation of the Return under section 206L, and for such internal control as the Party Secretary determines is necessary to enable the preparation of a Return that is free from material misstatements, whether due to fraud or error.



Your Chartered Accountants and Business Advisors

PRINCIPAL
Alexander Ernest Houghton
BBus, CA

Level 2, 18 Broadway, Newmarket, Auckland 1023
PO Box 9579, Newmarket, Auckland 1149, New Zealand
Telephone: +64-9-520 4089, Email: bvo@bvo.co.nz
www.bvo.co.nz

INCORPORATING
DAVID KNIGHTLEY
ACCOUNTING


INDEPENDENT MEMBER

Auditor's Responsibilities

Our responsibility is to express an opinion on the Return in terms of the requirements of section 206L of the Electoral Act 1993. Our engagement has been conducted in accordance with SAE 3100 (Revised) *Compliance Engagements* issued by the New Zealand Auditing and Assurance Standards Board, to provide reasonable assurance that the Party's Return has complied with Section 206L of the Electoral Act 1993. These procedures have been undertaken to form an opinion as to whether the Party has complied, in all material respects, with Section 206L of the Electoral Act 1993 for the regulated period from 18 August to 16 October 2020.

We are independent of the ACT Party New Zealand in accordance with Professional and Ethical Standard 1 (Revised) Code of Ethics for Assurance Practitioners issued by the New Zealand Auditing and Assurance Standards Board, and we have fulfilled our other ethical responsibilities in accordance with these requirements.

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

Other than in our capacity as auditor we have no relationship with, or interests in, the Party.

In forming our opinion, we were reliant on the information provided to us by the Party Secretary.

Who we Report to

This report is made solely to the Party Secretary. Our audit work has been undertaken so that we might state to the Party Secretary those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Party Secretary, for our audit work, for this opinion, or for the opinions we have formed.

Blackmore Virtue & Owens

BLACKMORE VIRTUE & OWENS
Newmarket
AUCKLAND

22 March 2021



12 March 2021

David Knightley
Blackmore Virtue & Owen
PO Box 9579
Newmarket
Auckland 1149

ACT New Zealand
Postal: PO Box 99651, Newmarket, Auckland 1149
Phone: 09 523 0470 Email: info@act.org.nz
www.act.org.nz

Dear David

Letter of Representation for Party Return of Expenses for the 2020 General Election

This representation letter is furnished in connection with the return of party election expenses and broadcasting allocation expenses for the 2020 general election (the return) by ACT New Zealand (the Party) made in accordance with sections 206I and 206IA of the Electoral Act 1993 (the Act) which has been subject to an assurance engagement and reported on by you in accordance with sections 206L and 206LA of the Act.

I understand that your assurance engagement was conducted in accordance with the relevant provisions of the Act and the applicable Auditing and Assurance Standards issued by the New Zealand Auditing and Assurance Standards Board.

I confirm and take responsibility for the following representations after taking all reasonable steps to assure myself of them:

- 1 The return has been prepared in accordance with the relevant provisions of the Act.
- 2 I am responsible for establishing and maintaining a system of internal control designed to provide reasonable assurance as to the integrity and reliability of the return. I have done this, and all explanations or demonstrations of this to you have been complete and accurate.
- 3 All records, documents and accounts (records) have been kept by the Party (including subsidiary entities) and made available to you, and these materials will be retained in accordance with the requirements of the Act.
- 4 I have disclosed to you:
 - 4.1 any material transactions not disclosed in the records;
 - 4.2 the existence of all relevant agreements or activities relating to the Party's members of the previous Parliament, electorate candidates, subsidiary or closely connected political entities, third party promoters (whether registered or not), and other political parties (whether registered or not) or their electorate candidates;

- 4.3 any alleged, suspected or proven illegal activity under the Act or other legislation potentially relevant to the return or instances of non-compliance with applicable requirements;
 - 4.4 any outstanding disputed claims, matters with authorities, or planned or continuing litigation; and
 - 4.5 the fact of, and results from, any assessment made by me that considered whether the records of the Party may be materially misstated or incomplete for any reason; any design deficiencies in the compliance system and instances where that system has not operated as described.
- 5 I have sought, received, and hold in the Party's records confirmation from, or on behalf of, any Party members of the previous Parliament that all party advertisements published, or election expenses incurred by those members of Parliament have been disclosed to me, with adequate supporting records, for inclusion in this return.
- 6 The return contains the total returnable expenses of the Party for the 2020 general election whether paid or incurred before, during, or after the regulated period. The return includes all expenses, including apportioned expenses, and irrespective of the source of funds or entity paying for the activities concerned, and irrespective of whether or not an advertisement contained a promoter statement.
- 7 Parts A to C of the return's contents have been determined by considering, in the following sequence, these questions and the relevant provisions of the Act:
- 7.1 Was the advertising undertaken by the party secretary, or with their authority? [definition of **election expenses**, section 206(1)] (If no, advertising is not an election expense).
 - 7.2 If yes - did the advertising constitute **publishing**? [definition of **publish**, section 3D; definition of **election expenses**, section 206(1)] (If no, advertising is not an election expense).
 - 7.3 If yes - was that the publishing of a **party advertisement**? That is, did the advertisement encourage or persuade, or appear to encourage or persuade, voters to vote for the party, or against another party, or both? [definition of **party advertisement**, section 3(1); definition of **election expenses**, section 206(1)] (If no, advertising is not a party election expense).
 - 7.4 If yes - was the advertising undertaken (or deemed to be undertaken) during the regulated period (from 18 August to 16 October 2020)? [definition of **regulated period**, section 3B; definition of **election expenses**, section 206(1)] (If no, advertising is not an election expense).

7.5 If yes:

- 7.5.1 What expense was incurred in undertaking the advertising? [definition of **advertising expenses**, section 3E; definition of **election expenses**, section 206(1)]
- 7.5.2 What cost was involved in respect of the preparation, design, composition, printing, distribution, postage and publishing of the party advertisement? [section 3E(1)(a)(i)]
- 7.5.3 What was the reasonable market of any **material** used for or applied toward the party advertisement, including material provided free of charge, or below reasonable market value? [section 3E(1)(a)(ii)]
- 7.5.4 Was the advertisement a **joint party advertisement** [section 206CB], or a **joint party and candidate advertisement** [section 206CC]? (If yes, the costs can be apportioned based on coverage).
- 7.5.5 Was the advertisement published before the regulated period and continued to be published during the regulated period [section 206CA]? (If yes, the costs can be apportioned with the costs attributed to the regulated period counted).

7.6 Do any of the costs identified above fall within any of the election expense exceptions? [section 3E(1)(b)]

- 7.6.1 The conduct of any survey or public opinion poll (other than push-polling).
- 7.6.2 Framework, other than a commercial framework, supporting a hoarding displaying the party advertisement.
- 7.6.3 The labour of any person provided free of charge by that person.
- 7.6.4 Replacement of election materials damaged in circumstances out of the party's control.
- 7.6.5 Expenses, including running costs, of a vehicle used to display a party advertisement (provided payment was not made or promised) for the display of the advertisement on the vehicle.
- 7.6.6 Allocations from the Electoral Commission of money for election broadcasting [definition of **election expenses**, section 206(1)(c)].

If yes, that specific cost is not an election expense.

7.7 Where an apportionment of election expenses is given in the return:

- 7.7.1 the basis of apportionment is appropriate, and has been properly applied and recorded; and

7.7.2 the information contained in the Party's return is known to be consistent with that of the Party's electorate candidates, or the undertakings of other entities involved in the apportionment included in the records.

8 Where the Party received a broadcasting allocation for the 2020 general election Parts D to F have been determined by considering these questions and the relevant provisions of the Electoral Act 1993 (the Electoral Act) and Part 6 of the Broadcasting Act 1989 (the Broadcasting Act):

8.1 Was the allocation used by the Party to produce, broadcast or publish election programmes on television, radio or election advertisements on the internet for the 2020 general election? [definition of **election programme**, **broadcasting costs**, **production costs** and **publishing costs**, section 69(1) Broadcasting Act; definition of **election advertisement**, section 3A Electoral Act] (If no, advertising is not an allocation expense).

8.1.1 If the allocation was used for **broadcasting costs** - was the placement on television or radio during the **election period** (from 13 September to 16 October 2020)? [definition of **election period**, section 69(1) Broadcasting Act] (the allocation cannot be used for broadcasting costs on radio or television outside of the election period).

8.1.2 If the allocation was used for **publishing costs** - was the placement on the internet during the **election period**? (the allocation can only fund publishing costs during the election period. Parties can spend their own funds on internet placement costs before and during the election period and those costs must be declared as election expenses in Parts A-C if the election advertising was published in the regulated period (see 7.4 above)).

8.1.3 If the allocation was used for **production costs** what cost was involved in respect of the preparation, design, composition and creation of the programme or advertisement? [section 69(1) Broadcasting Act]. Parties can spend their own funds on production costs before and during the election period and those costs must be declared as election expenses in Parts A to C if the production costs are for election advertisements that were published in the regulated period (see 7.4 above)).

8.2 Was the allocation spent on any **advertising that promoted the party and a candidate** [section 70(2) of the Broadcasting Act and section 205EA and 206CC of the Electoral Act]? (If yes, the Party must report the total amounts spent on joint party and candidate advertising in Part E of the return and the percentage coverage provided to the Party and candidate. The candidate will need to report the value apportioned to the candidate as candidate election expenses and a donation from the Party in the candidate's return of expenses and donations).

- 8.3 Was the allocation spent on **advertising that solely promoted a candidate** [section 70(3) of the Broadcasting Act]? (If yes, the Party must report the amounts spent on candidate only advertising in Part F of the return and the candidate will need to include the costs as candidate election expenses and a donation from the party in the candidate's return of expenses and donations).
- 8.4 Has the Party reported details of all accounts sent by the Party to the Electoral Commission under section 80B(1) of the Broadcasting Act in respect of expenditure of the party's allocation? [section 206IA of the Electoral Act]. The Commission pays suppliers' invoices that have been certified by an authorised party official as payable from the party's broadcasting allocation. With the exception of internet advertising placement costs paid directly by the party (for example, Facebook promoted posts), payments are made to suppliers and no money is paid directly to parties in accordance with the requirements of section 80B of the Broadcasting Act.
- 9 Any and all misstatements you have identified during the course of your assurance engagement have been adjusted in the final return.
- 10 I have completed my own procedures, distinct from your assurance engagement processes, to evaluate the accuracy and completeness of the return.
- 11 The return is free of any material misstatements or omissions.

These representations are made in terms mutually agreed between us, and to supplement information obtained by you from the records of the Party and to confirm information given to you orally.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Danae Smith', is written over a circular blue stamp.

Danae Smith
Party Secretary
ACT New Zealand