



## Party Donations and Loans Return for the year ending 31 December 2016

Party Name

New Zealand First Incorporated

Party Secretary
Name

Anne Martin

I declare that to the best of my knowledge this return contains all donations and loans information required pursuant to sections 210 and 214C of the Electoral Act 1993, is an accurate record of the party donations and loans and is not false in any material particular.

Signed:

Date:

01/05/2017
(dd/mm/yyyy)

Where you have completed the return electronically you will need to print the return. The return needs to be signed and dated by the party secretary and both the party secretary and the auditor must initial each page

Where you have completed the return electronically you will need to print the return. The return needs to be signed and dated by the party secretary and both the party secretary and the auditor must initial each page of the return. The signed return and the auditor's report must be received by the Electoral Commission by Monday, 1 May 2017 (as returns are due by Sunday, 30 April 2017 they can be filed on the next business day). Returns can be filed:

- By post at PO Box 3220 Wellington 6140
- Delivered to Level 10, 34-42 Manners Street, Wellington
- By fax to 04 495 0031
- By email to enquiries@elections.govt.nz

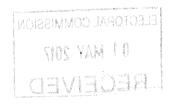
#### **CHECKLIST**

Parts A to I completed - if no donations or loans in a Part, then enter Nil in the first row	Yes
Party Secretary has initialled every page	Yes
All relevant supporting documentation supplied to auditor	
Auditor has stamped and/or initialled every page	
Auditor's report enclosed	
Representation letter enclosed, if used	Yes

Party Secretary Initial: .../..

Page 1 of 10 Auditor Stamp/Initial: ...

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# A: Every donor who has donated over \$15,000 during the year

Include aggregated donations received from the same donor during the year that exceed \$15,000 (including those exceeding \$30,000 received during the year and reported under section 210C).

Do not include in Part A contributors to donations, anonymous or overseas donations, donations protected from disclosure, or donations not exceeding \$15,000 (see Parts B, C, D, E, F and G).

The requirement to identify whether a donation contains contributions is in section 210(1)(b).

Total A \$0.00

			Party	Name	Nil
			New Zo	ealand First Inco	porated
	Donor's name	Donor's address	Date donation received (or dates of each aggregated donation) DD/MM/YYYY	Does the donation contain contributions? (Yes or No)	Amount of donation or total aggregated donations \$0.00
1	Nil				
2					
3					
4			•		
5					
6					
7			tyr ver 1		
8					
9				Erass	1
10					
11					(*) 
12	NACCE STREET				
13					
14					
15					

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#### B: Every contributor who has contributed over \$15,000 during the Sections 210(1)(b) and 210(3)

This includes aggregations of all contributions from the same person to any donation during the year. Contributors are defined in section 207, and the requirement to identify contributors is in section 207C.

Total A \$0.00

		Party	/ Name	Nil	
		New Z	orated		
Contributor's name	Contributor's address	Donation (number) in Part A that Contribution was part of (if applicable)		Amount of the contribution \$0.00	
Nil					
:					
:					
·					

Party Secretary Initial:

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## C: Every anonymous donation received that was over \$1,500 Sections 210(1)(c) and 210(4)

If an anonymous donation is over \$1,500 the party is entitled to keep \$1,500 and must pay the excess to the Electoral Commission within 20 working days.

Anonymous is defined in section 207, and the requirement to relinquish the excess of anonymous donations is set out in section 207l.

	Total \$0.00	Total \$0.00	_		
	Nil	Nil	Party	Name	Nil
			New Zea	aland First Incorpo	orated
Date anonymous	Amount of	Amount paid to	Date paid to	(For Electoral Com	mission office use
donation received DD/MM/YYYY	anonymous donation \$0.00	Electoral Commission \$0.00	Electoral Commission DD/MM/YYYY	Amount of payment \$0.00	Date received DD/MM/YYYY
Nil					
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				·	

Party Secretary Initial:

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### D: Every donation from an overseas person that was over \$1,500

If a donation from an overseas person is over \$1,500 (either on its own or when aggregated with all other donations made by or on behalf of the same overseas person during the year) the party is entitled to keep \$1,500 and within 20 working days must either return the excess to the donor or pay the excess to the Electoral Commission.

Overseas person is defined in section 207K.

		Total \$0.00	)		Total \$0.00	_		
		Nil			Nil	Party N	lame	Nil
					:	New Zeala	nd First Ir	ocorporated
-		Amount of overseas	Date overseas	Was the excess	Amount returned to	Date excess returned to		ral Commission use only)
Name of overseas donor	Address of overseas donor	donation or total aggregated overseas donations \$0.00	donation received or dates of each aggregated donation DD/MM/YYYY	returned to the donor or paid to the Electoral Commission	donor or paid to Electoral Commission \$0.00	donor or paid to Electoral	Amount of payment \$0.00	Date received DD/MM/YYY Y
Nil			•	* 1			-	

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# E: Every donation with contributions from an overseas person that was over \$1,500

Sections 210(1)(d) and 210(5)

If an *overseas contribution* is over \$1,500 (either on its own or when aggregated with other contributions to the donation by the same overseas person), within 20 days, the party must either return the *entire donation* to the donor or pay it to the Electoral Commission.

Overseas person is defined in section 207K, along with the requirements to relinquish some donations with overseas contributions.

		Total \$0.00	<u> </u>			
		Nil	P	arty Name		Nil
			New Zealand First Incorporated			
		Amount of contribution	Donation number in Part A	Date donation	(For Electora office t	al Commission use only)
Name of overseas person	Address of overseas person	\$0.00	or Part D that the contribution was part of and date donation made e.g. A13 13/08/2016	returned to donor or paid to Electoral Commission DD/MM/YYYY	Amount of payment \$0.00	Date received DD/MM/YYYY
Nil						

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# F: All payments from the Electoral Commission of donations protected from disclosure

Sections 210(1)(e) and 210(6)

Donations protected from disclosure are defined in section 208.

	Total \$0.00	Total \$0.00	_	
	Nil	Nil	Party Name	Nil
No. 1	•		New Zealand Firs	t Incorporated
			(For Electoral Commissi	ion office use only)
Date payment received DD/MM/YYYY	Amount of payment \$0.00	Amount of interest included in payment \$0.00	Amount of payment \$0.00	Date sent DD/MM/YYYY
Nil				

Party Secretary Initial: Auditor Stamp/Initial



### G: Details of all other party donations received

Sections 210(1), (f) and (6A)

Include here the total number and value of other party donations received that must be disclosed in accordance with section 210(1)(f) and that have not been disclosed in Parts A to E.

There is no requirement to aggregate donations from the same donor for the purposes of determining what donations to include and in which band in Part G. If a donor has made more than one donation in a category each donation should be counted separately when calculating the number of donations.

Party Name	: 	Total \$0.00
New Zealand First Incorporate	ed	\$54,946.40
Description of Donation	Number of donations No.	Total amount of donations \$0.00
Anonomyous donations not exceeding \$1,500	327	\$17,504.64
Overseas donations not exceeding \$1,500		Nil
Donations exceeding \$1,500 but not exceeding \$5,000	6	\$17,720.52
Donations exceeding \$5,000 but not exceeding \$15,000	3	\$19,721.24

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#### H: Loans exceeding \$15,000

Sections 214C(1)(a) and (b), 214C(2) and 214C(3)

Include loans from the same lender exceeding \$15,000 entered into during the year (including those exceeding \$30,000 that have been reported during the year under section 214F).

Include loans exceeding \$15,000 entered into in any previous year (from 25 March 2014) that have an unpaid balance exceeding \$15,000 as at 31 December 2016.

Loans from the same lender need to be aggregated. Include loans entered into during the year not exceeding \$15,000, but that exceed \$15,000 when aggregated with all other loans from the same lender during the year or unpaid balances of any loans provided by the same lender in any previous year (from 25 March 2014).

The unpaid balance amount is as at 31 December 2016.

	Party Name:	New Zealand F	irst Incorporated
Lender's name and address	Loan amount \$0.00	Date loan entered into DD/MM/YYYY	Repayment date (if no repayment date, specify "no repayment date" here
	Nil		lander of the state of the stat
Guarantor's name and address (if any)	Unpaid balance of loan \$0.00	Interest rate or rates	Details of any security given
Total aggregated loan amount from the same l	ender (if applicable)		
Any terms (that enable the lender to reduce or respect of repayment)	extinguish the loan an	nount and/or interest or gran	nt any concession in
Lender's name and address	Loan amount \$0.00	Date loan entered into	Repayment date (if no repayment date, specify "no repayment date" here
			по гераушет часе пете
Guarantor's name and address (if any)	Unpaid balance of loan \$0.00	Interest rate or rates	Details of any security given
Total aggregated loan amount from the same I	ender (if applicable)		
Any terms (that enable the lender to reduce or respect of repayment)	extinguish the loan am	nount and/or interest or gran	nt any concession in
		Party Secretary Initial:	XXIII

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#### I: Details of all other party loans

Section 214C(1)(c) and 214C(4)

Include here the total number and value of all other party loans entered into during the year of \$1,500 or more up to and including \$15,000 that must be disclosed in accordance with 214C(1)(c) and that have not already been disclosed in Part H.

If a lender has made more than one loan to the party of between \$1,500 and \$15,000 each loan should be counted separately when calculating the total number of loans, for the purposes of Part I.

Party Name	Total \$0.00	
New Zealand First Incorpora	<b>ited</b>	
TO CONTRACTOR AND		
	Number of loans No.	Total amount of loans \$0.00
Loans of not less than \$1,500 and not more than \$15,000		Nil

Party Secretary Initial:



# Lennie & Associates Chartered Accountants

Level Five 110 Symonds Street Grafton, Auckland 1010 PO Box 128-246 Remuera, Auckland 1541 New Zealand Telephone: +64 9 368 1212 Facsimile: +64 9 368 1211 email: service@lennie.co.nz

### NEW ZEALAND FIRST INCORPORATED INDEPENDENT AUDITOR'S REPORT

To the Party Secretary of New Zealand First Incorporated

Report on the Party Donations and Loans Return

We have audited the attached Party Donations and Loans Return ('Return') of New Zealand First Incorporated ('NZ First') on pages 2 to 10, which comprises Part A (Every donor who has donated over \$15,000 during the year), Part B (Every contributor who has contributed over \$15,000 during the year), Part C (Every anonymous donation received that was over \$1,500), Part D (Every donation from an overseas person that was over \$1,500), Part E (Every donation with contributions from an overseas person that was over \$1,500), Part F (All payments from the Electoral Commission of donations protected from disclosure), Part G (Details of all other party donations received), Part H (Loans exceeding \$15,000) and Part I (Details of all other party loans).

Party Secretary's Responsibilities for the Party Donations and Loans Return

The Party Secretary is responsible for the preparation of a Return which correctly presents the Party's donations and loans received during the year ended 31 December 2016 in accordance with sections 210 and 214C of the Electoral Act 1993.

Auditor's Responsibility

Our responsibility is to express an opinion on the Return based on our audit. We conducted our audit in accordance with International Standards on Auditing (New Zealand). Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the Return is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the Return. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the Return, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation of a Return that fairly presents the matters to which it relates 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.

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

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

Basis for Qualified Opinion on the Return

Whilst we were granted data user restricted access to all of the Party's branches' bank accounts, we are not the auditor of those branches, and accordingly were unable to assess the completeness of donations and loans which may have been received at branch level. Furthermore:

- donations may have been received in kind by way of goods and services that have a reasonable market value of
  greater than \$1,500 (other than volunteer labour) including the value of GST, and there are no practical audit
  procedures to determine whether they have been comprehensively recorded, and
- the correct accounting for donations and loans between candidates and the Party may be incomplete.

Qualified Opinion on the Return

In our opinion, except for the possible effects of the matters described in the Basis for Qualified Opinion on the Return paragraph, the Return on pages 2 to 10 of New Zealand First Incorporated for the year ended 31 December 2016 complies with the Electoral Act 1993.

In respect only to the matters described above we have not obtained all the information and explanations that we have required.

Our audit was completed on 1 May 2017 and our qualified opinion is expressed as at that date.

Lennie & Associates

1 May 2017 Auckland

#### New Zealand First Incorporated

1 May 2017

Lennie & Associates Chartered Accountants PO Box 128-246 Remuera Auckland

### Letter of Representation for Party Donations and Loans Return for the 2016 calendar year

This representation letter is furnished in connection with the return of party donations and loans for the 2016 calendar year (the return) by New Zealand First Incorporated (the Party) made in accordance with sections 210 and 214C of the Electoral Act 1993 (the Act) which has been subject to an assurance engagement and reported on by you in accordance with sections 210A and 214D 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.
- 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.
- 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 to the best of my knowledge:
  - 4.1 any material transactions not disclosed in the records;
  - 4.2 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;
  - 4.3 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; and

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- 4.4 any design deficiencies in the compliance system and instances where that system has not operated as described.
- The return contains the total returnable donations received by the Party in the 2016 calendar year. The return includes:
  - 5.1 donations in the form of money, goods or services paid for by others, discounts given on goods or services provided to the party, premiums paid in respect of good or services provided by the party, and credit provided to the party at terms more favourable than the prevailing commercial terms, including the value of GST on any of those items;
  - 5.2 donations of more than \$15,000 in aggregate from an individual donor;
  - 5.3 donation contributions of more than \$1,500 from an individual contributor that add up to more than \$15,000 in aggregate from that contributor:
  - 5.4 anonymous donations and overseas donations of more than \$1,500;
  - 5.5 donation contributions from an overseas person of more than \$1,500;
  - 5.6 payments received from the Electoral Commission of donations protected from disclosure;
  - 5.7 the number of, and aggregate amount of, anonymous donations, and overseas donations, of \$1,500 or less;
  - 5.8 the number of, and aggregate amount of, donations of more than \$1,500 but not more than \$5,000;
  - 5.9 the number of, and aggregate amount of, donations of more than \$5,000 but not more than \$15.000.

#### 6 The return includes:

- 6.1 Any loans entered into during the year that exceed \$15,000;
- 6.2 Any loans exceeding \$15,000 entered into in any previous year (from 25 March 2014) that have an unpaid balance exceeding \$15,000 as at 31 December 2016;
- 6.3 Any loans entered into during the year of less than or equal to \$15,000 if the loan exceeds \$15,000 when aggregated with all other loans entered into during the year by the same lender and any unpaid balances of any loans from the same lender in any previous year (from 25 March 2014);
- 6.4 The number and aggregate amount of all other loans entered into during the year of not less than \$1,500 and not more than \$15,000.
- 7 The return's contents have been determined by considering the questions set out in the Appendix to this letter and the relevant provisions of the Act.



- Where an assessment has been made of the reasonable market value of a donation, the basis of the assessment is fair and appropriate, and has been properly applied and recorded.
- 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

Anne Martin
Party Secretary

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#### **APPENDIX to Letter of Representation**

The return's contents have been determined by considering, in the following sequence, these questions and the relevant provisions of the Act:

What benefits to the party were "dona	tions"? [sections 207 and 207A]
What gifts of money did the party receive?	Any money donated to the party, regardless of method of payment, is a donation. This includes donations protected from disclosure.
What gifts of goods or services did the party receive?	Any goods or services donated to the party that have a reasonable market value of greater than \$1,500 (other than volunteer labour) are donations, including the value of GST.
What was the difference between the contract price and the reasonable market value (including GST) of any goods or services provided to the party at a discount?	Where the reasonable market value is more than \$1,500, the difference in value (discount) is a donation.
What was the difference between the contract price and the reasonable market value (including GST) of any goods or services provided by the party at a premium?	The difference in value (premium) is a donation.
What was the value to the party of the terms and conditions of any credit provided to the party on more favourable terms and conditions than prevailed at the time?	The value to the party of the more favourable terms and conditions is a donation.
What donations were made to the "par	ty"? [section 3]
Was the donation provided to the party or to any person or organisation on behalf of the party?	The "party" is the registered political party.  Apart from candidate donations, all donations received throughout the party administration whether at the national or local level (or other subsidiary entities) must be returned as being received by the party.  The only segment of political parties recognised distinctly in electoral law is "candidates".
Do any of the donations identified above, or components of those donations, fall within the party donation exclusions?	A party donation does not include:         • the labour of any person provided free of charge by that person         • goods or services provided free of charge, or which have a



	reasonable market value of \$1,500 or less
	<ul> <li>any candidate donation that is included in a candidate donation return filed under section 209</li> </ul>
	Do not include these items in the
	calculation of party donations.
n ar ya kanan kalenda da kata a	[section 207 definition of party donation
	at paragraph (b)]
Apart from donations protected from d "donations" to the party and which per donation"? [section 210(1)] NOTE: whether an intermediary is a transmitted	rsons made "contributions to a
donor making a donation funded from contribut account all of the provisions pertaining to frans	
Did person A make the donation directly	If yes:
to the party (or any person or organisation involved in the	Person A is a "donor" and made a "donation".
administration of the affairs of the party)?	Include this donation in the calculation of donations from person A.
	[section 207 definition of <b>donor</b> and definition of <b>party donation</b> ]
If no:	If yes:
Did person A give their donation to another person or organisation (person B) to forward on (transmit) to the party?	Person A is a "donor" and made a "donation". Include this donation in the calculation of donations from person A. Person B is a "transmitter" and is not a donor. Do not include this transmission
	in the calculation of donations or contributions from person B.
	[section 207 definition of donor and definition of transmitter, and section 207B]
If no:	If yes: an antimate age on receive the
Did person A give their donation to another person or organisation (person C) with the knowledge or expectation that it would be wholly or partly applied to funding a donation to the party?	Person A is a "contributor" and made a "contribution to a donation". Include this contribution in the calculation of contributions to donations from person A.
	Person C is a "donor" and made a "donation". Include the donation that person A contributed to (that is, the entire donation that was given to the party by person C) in the calculation of
	donations from person C.
	[section 207 definition of contribution and definition of contributor, and section 207C]

Which donations must be included in the return? [section 210]	
Which donors donated more than \$15,000 in aggregate during the calendar year? [section 210(1)(a)]	This includes any donations made through a transmitter. Include these donations in the return in Part A
Did the party disclose donations exceeding \$30,000 during the year? [section 210C].	Include these donations in the return in Part A
Which contributors to donations made contributions exceeding \$1,500 during the calendar year, which when aggregated exceeded \$15,000? [section 210(1)(b)]	Include these contributions in the return in Part B
Which anonymous donations exceeded \$1,500 and who was the excess returned or paid to? [section 207, section 207I and section 210(1)(c)]	Include these donations in the return in Part C
Which donations made by overseas persons exceeded \$1,500 in aggregate during the calendar year, and who was the excess returned or paid to? [section 207K(1), section 207K, and section 210(1)(d)]	Include these donations in the return in Part D
Which contributors who are overseas persons made a contribution of more than \$1,500 during to calendar year to any party donation?  [section 207K(3) and section 210(1)(da)]	Include these donations in the return in Part E
How much did the party receive from the Electoral Commission in payments of donations protected from disclosure and how much interest was included in those payments?  [section 208D and section 210(1)(e)]	Include these donations in the return in Part F
How many other donations were received under the following categories and what was the total value of all donations for each category?	Include these donations in the return in Part G
<ul> <li>anonymous donations of \$1,500 or less</li> </ul>	er og skillegje former er former gen fill for tallet former store og skillet former former former
<ul> <li>overseas donations of \$1,500 or less</li> <li>donations of more than \$5,000 but not more than \$15,000;</li> <li>donations of more than \$1,500 but</li> </ul>	
<ul> <li>donations of more than \$1,500 but not more than \$5,000</li> <li>[sections 210(1)(f) and 210(6A)(a)-(d)]</li> </ul>	



What loans entered into by the party must be disclosed? [Part 6B]		
What loans has the party entered into?	A loan is a written or oral agreement or arrangement under which a lender lends money, or agrees to lend money in the future, to a party.  This does not include money lent by a	
	registered bank at a commercial interest rate.	
	Credit cards and overdraft facilities with registered banks are also excluded.  [section 212]	
Who has entered into a loan on behalf of the party?		
Has the party secretary entered into the loan?	Only a party secretary can enter into a loan on behalf of the party. [section 213]	
What is the value of the loan/s entered into?		
Is the loan amount or the unpaid balance of the loan used for reporting purposes?	Both the loan amount and the unpaid balance of the loan amount (if any) at 31 December should be recorded.	
What loans have to be aggregated?	If the value of all loans from the same lender during the year plus any unpaid balances of any loans provided by the same lender during any previous year (from 25 March 2014) exceed \$15,000, the loan amounts should be aggregated. [section 214C(1)(b)]	
Which loans must be included in the re	sturn? [section 214C]	
From what date must loans be accounted for?	A party secretary must keep records of all party loans entered into since 25 March 2014. Records of each loan have to be retained for three years after the annual return following repayment of the loan.	
Did the party enter into any loans of more than \$15,000 during the calendar year (including any loans exceeding \$30,000 that have been disclosed during the year under section 214F)?	Include each of these loans in the return in Part H and provide the total of the aggregated loan amount from the same lender.	
Did the party enter into any loans of more than \$15,000 in the previous year from 25 March 2014 that have an unpaid balance of more than \$15,000 as at 31 December?	i kalan (Sen kanin ayan bulun a mari Kalan Kalan (Sen Sen Kana ana kalan ayan ayan kalan Kalan kanga (Sen Sen Sen Sen Sen Se	
Did the party enter any loans of \$15,000 or less, but that exceed \$15,000 when aggregated with all other loans from the same lender during the year or unpaid balances of loans from the same lender		

in any previous year (from 25 March 2014)?	
[section 214C(1)(a) and (b)]	
How many other loans were entered into during the year that were each less than \$1,500 and not more than \$15,000?	Include the number of loans and the total amount of the loans in Part I.
[section 214C(1)(c)]	

