

Candidate Handbook - General Election 2017.

ELECTIONS Return of Electorate Candidate Donations and Expenses for the 2017 General Election

COMPLETING THE RETURN DECLARATION Candidate name: You can complete the return electronically or by hand. If you complete the form Shanan Kiritea Halbert electronically the totals in each part will be automatically added up for you, as well as the Party name (if applicable): totals on this page of the return. New Zealand Labour Party If you have any donations or expenses to Electorate contested: declare complete Parts A to G before completing the declaration at step 4. **NORTHCOTE** If you do not have any donations and/or expenses to declare enter 'NIL' in step 2 **TOTAL CANDIDATE DONATIONS** and/or step 3 on this page before completing Complete Parts A to E if you have any donations to declare. the declaration at step 4. Write 'NIL' if you have NO donations, or contributions to a donation, of more than \$1,500 (including GST) to declare SIGNING THE RETURN The completed return needs to be signed and Part A: Candidate donations of more than \$1,500 \$19,503.19 dated by the candidate. The following types of electronic signatures can be used: Part C: Anonymous candidate donations of more than \$1,500 \$0.00 (a) images of signatures that are electronic replications of actual 'pen and paper' signatures, such as scanned or Part D: Overseas candidate donations of more than \$1,500 \$0.00 photographic images (b) images of signatures that are produced \$19.503.19 and captured electronically, using Total (A + C + D)technologies such as signature pads, trackpads, touchpads or the mouse, TOTAL CANDIDATE ELECTION EXPENSES light pens or similar devices. Complete Parts F to G if you have any donations to declare. The Electoral Commission does not accept typed or digital ID signatures. Write 'NIL' if you have NO expenses to declare CHECKLIST Part F: Candidate only election advertising \$9,001.05 Step 1 completed Part G: Election advertisements shared with the \$6,205.88 Parts A to E completed or 'NIL" party and/or other candidates entered at step 2 \$15,206,93 Total (F + G) Parts F and G completed or 'NIL' entered at step 3 I declare that to the best of my knowledge this return, filed pursuant to sections 205K and 209 of the Electoral Act 1993, is an accurate record of the candidate donations Declaration signed and dated made to me, or on my behalf, and of election expenses incurred by me, or on my behalf, for the 2017 general election and is not false in any material particular. **FILING THE RETURN** Candidate returns must be filed with the Electoral Commission by 5pm, 23 January 20/12/2017 2018 (within 70 working days of election day). Candidates who fail to comply with these DATE: DD / MM / YYYY Signature requirements commit an offence and may be referred to the Police. INFORMATION ON CANDIDATE DONATIONS AND ELECTION EXPENSES WHO MUST FILE A RETURN? The return can be filed: All electorate candidates at the 2017 general election must file a return of candidate • by post to PO Box 3220, Wellington donations and election expenses. Even if you have no donations or expenses to 6140 declare, you MUST still complete the candidate return recording 'NIL' donations or delivered to Level 10, 34-42 Manners expenses. Street, Wellington **KEEPING RECORDS OF DONATIONS AND EXPENSES** • by email to: enquiries@elections.govt.nz Candidates must keep good records of all candidate donations and candidate Reminder: the returns are open to public expenses. Candidates must keep invoices and receipts for all election expenses of \$50 inspection and will be published on or more for three years after returns are filed. www.elections.org.nz. Further information on candidate donations and expenses is available in the

DONATIONS Complete Parts A to E

Information on Candidate Donations

Candidates are required to include in the candidate return every candidate donation or contribution to a candidate donation of more than \$1,500 (including GST), including a series of donations or contributions made by one person that adds up to more than \$1,500.

Candidate donations

A candidate donation includes any money, goods or services that are donated to a candidate, or a person on the candidate's behalf, for use in the candidate's campaign for election. The following are candidate donations:

- free goods or services that have a reasonable market value greater than \$300;
- discounted goods or services where the reasonable market value of the goods or services is greater than \$300;
 - the difference between the contract or agreed price and the reasonable market value of those goods and services is a donation;
- the purchase of goods or services from the candidate at a value that exceeds their reasonable market value;
 - the difference between the price paid and reasonable market value is a donation.
- extending credit to a candidate on favourable terms.
 - the value of the favourable terms is a donation.

Volunteer labour or free goods or services given to a candidate that have a reasonable market value of \$300 or less are not a candidate donation. Nor is money provided by the candidate for his or her own campaign.

Instructions for Part A

For donations of more than \$1,500 (other than anonymous donations or overseas donations) you need to record the name and street address of the donor, the date the donation was received and the amount received from the donor.

Where you have received a number of donations from the same donor you should include each date on which a donation was received from the donor and the aggregated total from the donor. Aggregated donations are not contributions and do not have to be recorded in Part B.

You also need to confirm whether any person (other than the donor) has contributed more than \$1,500 to the donation. Contributions of more than \$1,500 must be disclosed in Part B (or Part E for overseas contributors). Contributions of \$1,500 or less do not have to be included in the return.

Examples:

John Smith owns a publishing company. On 2 June 2017 he gives you goods for your campaign valued at \$1,000. On 14 July he also gives you a monetary donation of \$4,000. The money was given to you as the result of a fundraiser which John Smith organised and includes a contribution from Jane Jones of \$2,000.

PART A: CANDIDATE DONATIONS OF MORE THAN \$1,500

OTHER THAN ANONYMOUS OR OVERSEAS DONATIONS

WRITE 'NIL'	IF YOU HAVE NO DONATION	S TO DECLARE HERE:	
		TOTAL FOR PART A	\$19,503.19
Donor's name and street address	Date donation or aggregated donations received dd/mm/yyyy	Does the donation contain contributions from another person of more than \$1,500? Enter YES or NO If YES complete Part B	Amount of donation or total aggregated donations (including GST) \$0.00
EXAMPLE: John Smith, Smiths Publishing 35 Main Street, Suburb Wellington	2/06/2017, 14/07/2017	Yes	\$1,200.00
Northcote Labour Electorate donation C/o Patrick Baron Treasurer, 4 Raeben Avenue Hillcrest Auckland 0627	12/07/2017 to 28/10/2017	NO	\$7,489.59
Matt McCarten 23a Springfield Rd Western Springs AUCKLAND 1022	23/06/2017	NO	\$5,424.60
Ann Hartley 74 Island Bay Rd Beach Haven AUCKLAND 0626	18/04/2017 & 6/11/2017	NO	\$1,500.00
Northcote Labour Electorate Committee C/o Patrick Baron - Treasurer 4 Raeben Avenue Hiillcrest Auckland	29/4, 25/5, 23/7-15/9	NO	\$5,089.00

Donor's name and street address

Date donation or aggregated donations received dd/mm/yyyy Does the donation contain contributions from another person of more than \$1,500? Enter YES or NO If YES complete Part B

Amount of donation or total aggregated donations (including GST) \$0.00

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PART B: CONTRIBUTIONS OF MORE THAN \$1,500

Instructions for Part B - Contributions

A contribution is money, goods or services that makes up a donation or is included in a donation or has been used to wholly or partly fund a donation, that was given to the donor or a person who was expected to pass the contribution to the donor.

Only complete Part B if the donation in Part A includes a contribution, from someone other than the donor, exceeding \$1,500.

For each contribution recorded in Part B you will need to provide:

· the name and street address of each contributor; and

- the amount of each contribution made by the contributor or, in the case of multiple contributions, the total amount of the contributions; and
- the date on which each donation funded from the contributions was made (this should be the same date included in Part A for the related donation).

Please do not include Part B total with overall donations total on page 1 of the return.

WRITE 'NIL' IF YOU HAVE NO DONATIONS TO DECLARE HERE: NII TOTAL FOR PART B \$0.00 Dates the related Amount of contribution Name of donor in donation funded from Contributor's name and street address Part A to which this (including GST) contributions was made contribution relates \$0.00 dd/mm/yyyy EXAMPLE: Jane Jones 1 Side Street, Suburb 14/07/2017 John Smith \$2,000.00 Wellington

PART C: ANONYMOUS CANDIDATE DONATIONS OF MORE THAN \$1,500

Instructions for Part C - Anonymous donations

An anonymous donation is a donation made in such a way that the candidate who receives the donation does not know the identity of the donor and could not, in the circumstances, reasonably be expected to know the identity of the donor.

If you receive an anonymous candidate donation greater than \$1,500, you may retain \$1,500 of that donation. The balance of the donation must, within 20 working days of receipt, be paid to the Electoral Commission for payment into a Crown bank account.

In the candidate return, you must disclose:

- · the date the donation was received; and
- · the amount received; and
- the date payment to the Electoral Commission was made; and
- the amount paid to the Electoral Commission.

W	RITE ' NIL ' IF YOU HAVE NO DON	IATIONS TO DECLARE HERE:	Nil
		TOTAL FOR PART C	\$0.00
Date anonymous donation received dd/mm/yyyy	Amount of anonymous donation (including GST) \$0.00	Date paid to the Electoral Commission dd/mm/yyyy	Amount paid to the Electoral Commission (Including GST) \$0.00
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PART D: OVERSEAS CANDIDATE DONATIONS OF MORE THAN \$1,500

Instructions for Part D – Donations from overseas persons

An overseas person is:

- an individual who resides outside New Zealand and is not a New Zealand citizen or registered elector; or
- a body corporate incorporated outside New Zealand; or
- an unincorporated body that has its head office or principal place of business outside New Zealand.

If you receive a candidate donation from an overseas person exceeding \$1,500, you may retain \$1,500 of that donation. The balance of the donation must, within 20 working days of receipt, either be returned to the overseas person who made the donation, or if this is not possible, be paid to the Electoral Commission.

In the candidate return, you must disclose:

- · the name and address of the overseas person; and
- the date that the donation was received or, in the case of multiple donations, the date each donation was received; and
- the amount of the donation or, in the case of aggregated donations, the total amount of the donations; and
- the amount returned to the overseas person or paid to the Electoral Commission, and the date that such payment was made.

	WRITE ' NIL ' IF	YOU HAVE NO DONATIO	INS TO DECLARE HERE:	Nil	
			TOTAL FOR PART D		\$0.00
	Overseas donor's name and street address	Date donation received or (dates received if aggregated donations) dd/mm/yyyy	Amount of donation or total aggregated donations (including GST) \$0.00	overseas don Electoral Com of that retu	eturned to the nor or paid to the mission and date or payment ling GST)
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PART E: CONTRIBUTIONS FROM OVERSEAS PERSON OF MORE THAN \$1,500

Instructions for Part E - Contributions from overseas persons

If you receive any donation from a donor who is not an overseas person that includes a contribution from an overseas person greater than \$1,500 (either on its own or when aggregated with all other contributions to the donation by the same overseas person), you must return the whole donation to the donor. If that is not possible, you must forward the whole donation to the Electoral Commission.

In the candidate return, you must disclose:

the name and address of the overseas person; and

- the amount of the contribution or the total amount of aggregated contributions; and
- the date on which the related donation funded from the contribution was made; and
- the amount paid back to the donor or paid to the Electoral Commission, and the date that such payment was made.

Please do not include Part E total with the overall donations total on page 1 of the return.

WRITE 'NIL' IF Y	OU HAVE NO DONATION	NS TO DECLARE HERE:	Nil	
		TOTAL FOR PART E		\$0.00
Overseas contributor's name and street address	Date the related donation funded from the contribution was made dd/mm/yyyy	Amount of contribution or total aggregated contributions (including GST) \$0.00	or paid to Commission return o	rned to the donor the Electoral and date of that or payment ding GST) dd/mm/yyyy
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WRITE 'NIL' IF YOU HAVE NO EXPENSES TO DECLARE HERE:

TOTAL FOR PART F

\$9,001.05

Item description Provide details of the type of advertisement, name of advertiser or supplier, volume, duration and size as appropriate	Value \$0.00 (including GST)
EXAMPLE: Dominion Post: Two full page advertisements: 25 June 2017	\$62,450.00
EXAMPLE: Facebook promotional posts x 12: 1 July - 10 September 2017	\$62,450.00
Candidate signwriting of Shanan Halbert's vehicle; Supplier: North Habour Signs Ltd Date: 31 July 2017	\$1,782.50
Facebook sponsered posts and promotion of Shanan Halbert: Aggregated costs 01 May to 22 September 2017	\$2,776.17
Shanan Halbert candidate campaign attire; 50 t-shirts and 30 zip-hoodies Supplier: Kadan Management Ltd Date: 16 June 2017 Worn by campaign volunteers for the duration of the campaign 16 June to 22 September 2017	\$2,281.03
Canvassing: Calling card for door-knockers; Supplier: Super Print Ltd Invoice date: 07 September 2017	\$155.25
Electronic promotion; Automated telephone "robo-call" promoting Shanan Halbert Date: 29 June 2017	\$530.15
Preparation of social media image for Shanan Halbert Supplier: New Zealand Labour Party Date: 14 August 2017	\$44.85
Supply of social media images for Shanan Halbert Supplier: New Zealand Labour Party Invoice date: 13 September 2017	\$44.85
Shared New Zealand Labour Party /Shanan Halbert candidate leaflet Delivered in Northcote during late May to 16 June 2017 Cost of printing Shanan on one side of leaflet only Supplier: New Zealand Labour Party Date: 10 May 2017; Inv 6309	\$1,000.00
Photocopying of phone call sheets Supplier: P8T Ltd Date: 18 September 2017.	\$41.25
Hoardings - Public meeting on Housing - 18 May 2017 Phil Twyford/ Kelvin Davis/ Shanan Halbert Supplier: North Harbour Signs Ltd Date: 05 May 2017	\$345.00

PART G: ELECTION ADVERTISEMENTS SHARED WITH THE PARTY AND/OR OTHER CANDIDATES

Instructions on how to complete Part G

You should record all election expenses incurred in relation to election advertisements published, or continued to be published, during the regulated period for the general election (23 June to 22 September 2017) promoting your candidacy and the party and/or one or more other candidates.

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

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 publisheduring the regulated period even if payment for the advertising was made outside of the regulated period.

WRITE 'NIL' IF YOU H	AVE NO EXPENSES T	O DECLARE HERE:	
		TOTAL FOR PART G	\$6,205.88
Item description Provide details of the type of advertisement, name of advertiser or supplier, volume, duration and size as appropriate	Total costs (including GST)	% apportioned as candidate expense	Value \$0.00 (including GST)
EXAMPLE: Flier: 30 June to 10,000 households Featuring the Growth Party	\$2,000.00	10%	\$200.00
Shanan Halbert Candidate Hoardings Large size Supplier: New Zealand Labour Party Date 17 July 2017; INV-6920	\$486.00	70%	\$340.20
Shanan Halbert Candidate Hoardings Medium size Supplier: New Zealand Labour Party Apportioned 70% candidate 30% party Date 17 July 2017; INV-6920	\$450.00	70%	\$315.00
Shanan Halbert Candidate Hoardings Small size Supplier: New Zealand Labour Party Date 17 July 2017; INV-6920	\$340.00	60%	\$204.00
Shanan Halbert Candidate Hoardings Large size Supplier: North Habour Signs Ltd Date 28 Aug 2017; INV-0368	\$828.00	70%	\$579.60
Shanan Halbert Candidate Hoardings Additional medium sized hoardings Supplier: North Habour Signs Ltd Date: 28 August 2017; INV-0368	\$149.50	70%	\$104.65
Shanan Halbert Candidate Hoardings. Additional large sized hoardings Supplier: North Habour Signs Ltd Date: 30 August 2017; INV-0381	\$460.00	70%	\$322.00

Item description Provide details of the type of advertisement, name of advertiser or supplier, volume, duration and size as appropriate	Total costs (including GST)	% apportioned as candidate expense	Value \$0.00 (including GST)
Shanan Halbert Candidate Hoardings Additional medium sized hoardings Supplier: North Habour Signs Ltd Date 30 August 2017; INV-0381	\$373.75	70%	\$261.63
Shanan Halbert Candidate Hoardings Additional large size hoardings Supplier: North Habour Signs Ltd Invoice date 12 Sept 2017; INV-0408	\$172.50	70%	\$120.75
Shanan Halbert Candidate Hoardings. Additional medium sized hoardings. Supplier: North Habour Signs Ltd Date 12 Sept 2017 ; INV-0408	\$207.00	70%	\$144.90
Shanan Halbert Candidate Hoardings. Additional small sized hoardings Supplier: North Habour Signs Ltd Invoice date: 12 Sept 2017; INV-0408	\$345.00	60%	\$207.00
Shanan Halbert Candidate Hoardings. Additional large size hoardings Supplier: New Zealand Labour Party Date: 04 September 2017 ; INV-7533	\$312.00	70%	\$218.40
Shanan Halbert Candidate Hoardings. Additional large size hoardings Supplier: New Zealand Labour Party Date: 04 September 2017 ; INV-7533	\$288.00	70%	\$201.60
Shanan Halbert Candidate Hoardings. Additional small size hoardings Supplier: North Habour Signs Ltd nvoice date: 20 Sept 2017 ; INV-0408	\$368.00	60%	\$220.80
Labour Party Rosettes Supplier: New Zealand Labour Party Apportioned 100% party Date 30 June 2017 ; INV-6404	\$84.50	0%	\$0.00
Labour Party Rosettes Supplier: New Zealand Labour Party Apportioned 100% party nvoiced 29 September 2017; INV-7435	\$175.00	0%	\$0.00
Labour Party Gazebo 2.5 x 2.5 metre three wall gazebo with New Zealand Labour Party Logos printed on the outside walls. Used for open-air canvessing /contact with the public Supplier: Hercules Instant Shelter. Apportioned 100% to party Date: 05 May 2017	\$1,204.00	0%	\$0.00

Item description Provide details of the type of advertisement, name of advertiser or supplier, volume, duration and size as appropriate	Total costs (including GST)	% apportioned as candidate expense	Value \$0.00 (including GST)
Shanan Halbert candidate DLE flyer on education. Distributed at 27 July 2017 public meeting on education. Supplier: NZ Advance Group Limited Invoice Date: 20 July 2017; Inv AD13540 / AD13541	\$1,017.75	50%	\$508.88
Shanan Halbert candidate flyers To hand out from late April to 22 September. Supplier: Super Print Ltd Date: 18 April 2017; Inv 00042536	\$618.70	50%	\$309.35
Shanan Halbert candidate flyer for distribution at Pasifika Forum meeting (early September). Supplier: P8T Ltd Dates: 9 September 2017; Inv 083101 / 801729	\$128.05	50%	\$64.03
Shanan Halbert candidate flyer. 20000 leaflets for leaflet drop during Early September Supplier: P8T Ltd Invoice dates: 801727 11 Sept 2017 and 801731 18 Sept 2017	\$2,702.50	50%	\$1,351.25
Shanan Halbert candidate flyer. Distributed at Shanan's candidate launch 11 August 2017, Supplier: Super Print Ltd Date: 18 August 2017	\$40.25	50%	\$20.13
Hoardings. Advertising public meeting on health: David Clark			
(06 July 2017) Organised by Labour Auckland North regional hub (LAN). LAN region spans North Shore, Northcote, East Coast Bays, Rodney and North Harbour electorates. Supplier: North Harbour Signs Ltd. Total cost: \$402.50. Northcote share is 20% - that is \$80.20. Invoice date: 21 June 2017.	\$80.50	50%	\$40.25
Flyers. Promoting public meeting on health: David Clark (06 July 2017) Organised by Labour Auckland North regional hub. Total invoice: \$287.50. Northcote share is 40% - that is \$115.00. Invoice date: 26 June 2017	\$115.00	50%	\$57.50

Item description Provide details of the type of advertisement, name of advertiser or supplier, volume, duration and size as appropriate	Total costs (including GST)	% apportioned as candidate expense	Value \$0.00 (including GST)
Hoardings. Promoting public meeting on education: Chris Hipkins (26 July 2017) Organised by Labour Auckland North regional hub. Total invoice: \$184.00. Northcote share is 50% - that is \$92.00. Supplier: North Harbour Signs Ltd. Invoice date: 18 July 2017	\$92.00	50%	\$46.00
Flyers. Promoting public meeting on education with Chris Hipkins (26 July 2017) Organised by Labour Auckland North regional hub. Total invoice: \$402.50. Northcote share is 20% - that is \$80.50. Invoice date: 20 July 2017	\$80.50	50%	\$40.25
Hoardings. Advertising public meeting on Transport. Organised by Labour Auckland North regional hub. Total invoice: \$172.50. Northcote share is 33.3% - that is \$57.50. Invoice date: 31 July 2017	\$57.50	50%	\$28.75
Social media. Facebook posts promoting all five Labour Party North Shore (LAN) candidates: North Shore, Northcote, East Coast Bays, Rodney and North Harbour electorates. Organised by Labour Auckland North. Total invoice: \$1610.10. Northcote share is 20% - that is \$322.02.	\$322.02	50%	\$161.01
Nationbuilder political management system. Used to manage Labour Auckland North web site. Invoice cost: \$673.20. Northcote share is 20% - that is \$134.64	\$134.64	50%	\$67.32
Hoardings. Advertising public meeting on the economy. Grant Robertson (04 September 2017) Organised by Labour Auckland North regional hub Total invoice: \$230.00. Northcote share is 20% - that is \$46.00. Invoice date: 23 August 2017	\$46.00	50%	\$23.00
Flyers. Promoting public meeting on the economy. Grant Robertson (04 Sept 2017) Organised by Labour Auckland North regional hub Total invoice: \$600.30. Northcote share is 61.7% - that is \$370.30. Invoice date: 28 August 2017	\$370.30	50.0%	\$185.15

Item description Provide details of the type of advertisement, name of advertiser or supplier, volume, duration and size as appropriate	Total costs (including GST)	% apportioned as candidate expense	Value \$0.00 (including GST)
Signwriting of Marja Lubeck's campervan Mainly promoting Marja Lubeck Labour Rodney candidate and minor signage for the other four Labour Party North Shore candidates Total invoice: \$500.00. Northcote share is 25% - that is \$125.00. Invoice date: 26 June 2017	\$125.00	50%	\$62.50