Return of Election Expenses

To be completed by the candidate and returned within 28 days after the day of the election

In the [.....ward of the]
Parish/Community of .....

Date of Election.....

Name of Candidate.....

Expenditure limit £.....

1. I am the person named above as Candidate in this election.
2. I hereby make the following return of my election expenses.

Signature of Candidate ..... Date.....

Part one: Summary of expenses

Category	Amount	
	£	pp
A. Candidate's personal expenses (i.e. travel and subsistence)		
B. Paid to individuals for services rendered (sub-agents, clerks, messengers, etc)		
C. Paid for election offices:		
C1. Hire of rooms		
C2. Office costs (use of computers etc)		
D. Paid for public meetings:		
D1. Hire of rooms		
D2. Paid to public speakers		
E. Paid for materials to electors:		
E1. Design and printing costs		
E2. Distribution costs (e.g. postage)		
F. Paid for advertising:		
F1. Posters/banners/billboards		
F2. Publicity materials (e.g. loudspeakers, rosettes)		
G. Paid for stationery costs		
H. Paid for communication costs (phone, fax, internet, etc)		
I. Miscellaneous Items		
Total notional expenditure		
Total unpaid claims		
Total election expenses		

Part two: Payments

A. Breakdown of expenditure

Payments made by the candidate or any of his agents (A to I)

Please note: For each item of expenditure reported (except those items under £10) an invoice or receipt detailing each item of expenditure must be provided in support.

Item and Supplier Details (including the category the item falls under (A to I)	**Date**		**Amount**	**Invoice no.** (if attached)
	Invoice Paid	Invoice Received		
		Total		

B. Unpaid claims

In addition to payments listed above, I am aware of the following unpaid claims:

Item/Service	Date invoice received	Action taken or to be taken	Amount	
			£	pp
		Total		

C. Declaration of value of notional expenditure over £50

Please note: You may have few, if any, payments to report under this section. If you are unsure as to the type of expenditure that should be recorded in this section please refer to the accompanying guidance notes

I hereby declare that the following individual amount(s) of expenditure incurred under s.90C of the RPA'83 and listed below at Part 2C of this return represents the full and true value as calculated in accordance with that section.

Signed ..... Date.....

Item	Date(s) or Period Expenditure Incurred	Commercial Cost of Item	Actual Cost Paid	Value of Notional Expenditure
			Total	