

Name of Electoral District Association: _____

Date Submitted: _____

Taxation Year: _____

Please complete the following “Financial Summary” for all contributions including the total quantity and amounts of contributions and the corresponding payment type.

Note: Contributions deposited to the Liberal Party and subsequently transferred to the EDA should not be remitted on this form.

FINANCIAL SUMMARY

| | Total | | Payment Types | | | | |
|-------------------------------|------------|------------|--|---|---|--|-------|
| | Quantity # | Revenue \$ | EDA Bank Account <i>(Cash, Cheques, Money Orders)</i> | Moneris Credit Card - <i>Processed by Riding</i> | Moneris Credit Card - <i>Processed by LPC to EDA Account</i> | Other Credit Cards <i>Processed by Riding</i> | Other |
| Non-monetary contributions | # | \$ | | | | | \$ |
| Events (Ticket Sales revenue) | # | \$ | \$ | \$ | \$ | \$ | \$ |
| Monetary contributions | # | \$ | \$ | \$ | \$ | \$ | \$ |
| Anonymous Contributions | # | \$ | \$ | \$ | \$ | \$ | \$ |
| Other (please specify) | # | \$ | \$ | \$ | \$ | \$ | \$ |
| Total | # | \$ | \$ | \$ | \$ | \$ | \$ |

CHECKLIST FOR SUPPORT DOCUMENTS

All Contributions:

- Full contact information for each contribution
- Cheque copies / credit card contribution forms and credit card transaction receipts
- Completed Cash Confirmation Forms (Cash contributions cannot exceed \$20)
- Teller endorsed deposit slips attached to corresponding cheque copies / cash confirmation forms / credit card transaction receipts
- Copy of bank statement (to support credit card transactions)

Events / Non-monetary / Anonymous Revenues:

- Invoices for all expenses for Events (Ticket Sales Revenue)
- Completed “Event Report” form for events (Ticket Sales Revenue)
- Completed form “Non-Monetary Contributions to an Electoral District Association” for Non-Monetary Contributions
- Completed form “Pass the Hat” Submission Report” for Anonymous Contributions. No receipts are issued.

I, _____ the Registered Financial Agent or Electoral District Agent of the
(Name of the Registered Financial Agent or Electoral District Agent)
 _____ hereby authorize and direct The Federal Liberal Agency of Canada
(Name of Electoral District Association)
 to prepare, affix my electronic signature onto, and mail the appropriate contribution receipts to each individual contributor included in this batch of contributions on my behalf.

Signature of Registered Financial Agent or Electoral District Agent

Date

Please remit all documentation to: **The Liberal Party of Canada**
 920 – 350 Albert St., Ottawa, Ontario, K1P 6M8

Attn: Receipting
 Fax: 1-844-809-0422