

E-412

The Election Act, 1996 Section 261 (Forms E-413 and E-414) (rev. 2005)

### Candidate's Return of Election Expenses



Name of Candidate

Order Harty of Saskafchwar.

Political Affiliation

### PARKER QUINE LLP

Chartered Accountants Business Advisors

#### **Auditors' Report**

To: Sandra Finley, Business Manager of Norbert Kratchmer



We have audited the E-412 return of election expenses of Norbert Kratchmer for the campaign period from October 10, 2011 to November 07, 2011. This return is the responsibility of the business manager. Our responsibility is to express an opinion on the return based on our audit.

Except as explained in the following paragraph, we conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the return is free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the return. An audit also includes assessing the accounting principles used and significant estimates made by the business manager, as well as evaluating the overall presentation.

Due to the nature of the types of transactions inherent in any election campaign, it is impracticable through auditing procedures to determine that the accounting records include all transactions for the campaign period. Accordingly, our verification of these transactions was limited to the amounts recorded in the accounting records of the business manager and candidate and we were not able to determine whether any adjustments might be necessary to those contributions or expenses.

In our opinion, except for the effect of adjustments, if any, we might have determined to be necessary had we been able to satisfy ourselves as to the completeness of the records as described in the preceding paragraph, the return presents fairly, in all material respects, the financial transactions of the candidate's campaign required by section 261 of *The Election Act, 1996* to be detailed in the E-412 return of election expenses for the campaign period from October 10, 2011 to November 07, 2011.

PARKERQUINE LLP

Saskatoon, SK January 3, 2012 Per: Sujane La

On Behalf of
Norbert Kratchmer
Name of Candidate
$\cdot$
Return
1, <u>Sandra Finley</u> of <u>656 Saakatchewan Cr E.</u>
Mailing Address (if different from the residential address)  Postal Code
Telephone Number Residence ( ) Business (
in the Province of Saskatchewan, being the business manager of the above-named candidate at the election of a
member to serve in the Legislative Assembly of Saskatchewan held on theday of
2011 , in the constituency of <u>kindevs</u> /ey
make the following Return respecting the election expenses of the said candidate.
Signature of Business Manager
November 8th 2011
Date

#### Note

1. This Return must be transmitted to the Returning Officer within three (3) months after Election Day.

Subsection 261(1)

2. This Return must be accompanied by the auditor's report to the business manager of the candidate on the information given in this Return.

Subsection 261(1)

- 3. The commercial value of goods and services donated (other than volunteer labour or goods valued at \$200.00 or less), and the difference between the amount paid and the commercial value of goods and services provided, are considered to be election expenses. If the total of "commercial value" is greater than the total of "amount paid" it is the larger of the two figures that is used in the calculation of election expenses incurred by the candidate. See definition of "commercial value", subsection 220(c).
- 4. A statement, signed and receipted, by the donor and by the business manager, supported by a verification from an independent commercial source of the amount expensed must be submitted when making claim of commercial value as an election expense.

Subsections 220(c) and 261(2)(a)

5. All payments of more than \$25.00 must be accompanied by a supplier document that states the particulars of the election expense and by a receipt or cancelled cheque that provides proof of payment. The supplier documents and proofs of payment must be submitted with this Return.

Section 255

Subsection 261(2)(i)

#### **Designation of Reimbursement**

#### I. Contributions Exceed Election Expenses

#### Section 269

If the value of all contributions received exceeds the election expenses incurred by or on behalf of the candidate, the Minister of Finance shall:

where the candidate was endorsed by a registered political party, pay any reimbursement to t agent of the registered political party or the business manager, as directed by the candidate. whom reimbursement is to be paid.)	he chief official (Indicate below to
t .	

Name of Payee

Address

Postal Code

(b) where the candidate was not endorsed by a registered political party, pay no reimbursement.

### II. Contributions and Reimbursement Exceed Election Expenses

#### Section 270

If the value of all contributions received does not exceed the election expenses but the value of those contributions and the reimbursement calculated exceeds the election expenses incurred by or on behalf of the candidate, the Minister of Finance shall:

(a) where a candidate was endorsed by a registered political party, pay to the chief official agent of the registered political party or the business manager, as directed by the candidate, those contributions and the reimbursement less the election expenses and, (Indicate below to whom reimbursement is to be paid.)

Name of Payee

Address

Postal Code

to the business manager an amount equal to the election expenses less the contributions received.

(b) where a candidate was not endorsed by a registered political party, pay to the business manager an amount equal to the election expenses less the contributions received.

Jan 1977

#### **Summary of Contributions and Expenses**

#### I. Contributions

Contributions (total page 4)

17	•
(), /	482.26
\$	196.90

#### II. Expenses

- (a) Candidate's Campaign Expenses (total page 13)
- (b) Petty Expenses (total page 14)
- (c) Hire of Premises (total page 15)
- (d) Advertising (total page 16)
- (e) Services (total page 17)
- (f) Goods Supplied (total page 18)
- (g) Travel and Hire of Vehicle (total page 19)
- (h) Undisputed Claims Unpaid (total page 20)

#### **TOTAL EXPENSES**

(i) Disputed Claims (total page 21)

Candidate Personal Expenses (total page 13)

\$ 198.3	<u>6</u> 4	-contributed Candidate Mileage Dne me	by
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,	\$	482.20	6
\$ φ			
\$ 198.36	e b	/	
	P)-/	*	
	1		

Note: Total Expenses (excluding (h) above) is used for the calculation of the reimbursement.

RECONCILE:

Total Contributions:

Norberty Rudine 196.90 (paryphlets)

Reconcile:

Total expenses = 482.26

Norberty Rudine 196.90 (paryphlets)

Norbert-travely

real 198.36

\$482.26

#### Contributions

(a) Summary of Contributions

#### I. Value of Contributions

List below, by class of contributor, the aggregate amounts of (A) contributions in excess of \$250.00, (B) contributions of \$250.00 or less but more than \$25.00, and (C) contributions of \$25.00 or less, and the number of contributors of each class who have provided money, goods or services for the use of the candidate by way of a gift, loan, advance, deposit, or other form of assistance (includes goods or services donated or provided at other than their true value).

Class of Contributor	Number of Contributors	Value of Contributions
1. Individuals	2	196.90 395.26
2. Corporations		
3. Trade Unions		
4. Unincorporated Organizations or Associations	1-	87.00
5. Any other Persons or Groups of Persons		
Total Contributions	3 2	196.90 782.26

	<u> </u>
Total Contributions (Excluding Excess Amount)	196.90 482.26

#### II. Contributions Exceed Election Expenses

#### Section 269

If the value of all contributions and any reimbursement received exceeds the election expenses incurred by or on behalf of the candidate, the candidate's business manager shall:

(a) where a candidate was endorsed by a registered political party, pay the excess amount to the chief official agent of the registered political party or the candidate's constituency association, as directed by the candidate. If so, indicate to whom such payment has been made and affix to this Return the receipt or cancelled cheque that provides proof of payment.

Name of Payee	NIA	
A 1.1		
Address		· Postal Code

(b) where a candidate was not endorsed by a registered political party, pay the excess amount to the Minister of Finance. If so, affix to this Return a cheque payable to the Minister of Finance for subsequent deposit, in the general revenue fund, by the Chief Electoral Officer.

#### Death or Withdrawal of Candidate

#### Section 271

If the candidate dies or withdraws from an election and prior to the death or withdrawal the value of all contributions to the candidate exceeds the candidate's election expenses, the candidate's business manager shall:

(a) where the candidate was endorsed by a registered political party, pay the excess amount to the chief official agent of the registered political party. If so, indicate to whom such payment has been made and affix to this Return the receipt or cancelled cheque that provides proof of payment.

Name of Payee

Address

Postal Code

(b) where the candidate was not endorsed by a registered political party, pay the excess amount to the Minister of Finance. If so, affix to this Return a cheque payable to the Minister of Finance for subsequent deposit, in the general revenue fund, by the Chief Electoral Officer.

Further, if the candidate dies or withdraws before appointing a business manager, the candidate's estate or the candidate shall pay the excess amount in accordance with the above.

#### Contributions

#### (b) Detail of Contributions

Contributions include money provided to or on behalf of the candidate without compensation from the candidate and includes donations in kind.

Detail of the name of and total amount received from each contributor included in classes 1 to 5 in Part (a) who have provided money, goods or services by way of a gift, loan, advance, deposit or other form of assistance must be reported in the aggregate by classification in the appropriate schedule. Such contributions are to be identified in one of three categories: (A) contributions in excess of \$250.00, (B) contributions of \$250.00 or less but more than \$25.00, and (C) contributions of \$25.00 or less. The sum of the categories should reflect the total contributions received for the use of the candidate in each classification schedule.

Where a corporation, trust fund or constituency association makes a contribution, pursuant to subsection 240(6) of *The Election Act, 1996*, each such contribution must be accompanied by a statement which sets out the name of the person who authorized the contribution on behalf of the corporation, trust fund or constituency association, and the name of and the amount contributed by, each person who made a contribution in excess of \$250.00 in a year and whose contribution was used to make up the funds contributed by the corporation, trust fund or constituency association.

Where a registered party makes a contribution, pursuant to subsection 240(7) of *The Election Act, 1996*, each such contribution must be accompanied by a statement which sets out the name of and the amount contributed by, each person who made a contribution in excess of \$250.00 in a year and whose contribution was used to make up the funds contributed by the registered party.

A true and correct copy, certified by the business manager, for each such statement of contribution received pursuant to subsections 240(6) and (7), must be affixed to this Return (ss. 261(3)).

Revenue received by a candidate from fund-raising activities, meetings and sales of material of a promotional nature are deemed contributions. The total net proceeds from each source indicated must be recorded and, in the aggregate, reported in this Return.

The value of donations in kind must be recorded and included as a contribution received by the business manager where claimed as an election expense. Accordingly, commercial value is an election expense and a contribution concurrently.

#### Schedule: 1. Individuals

(A) Contributions in excess of \$250.00

Name of Contributor	Amount		
Norbert Kratchman	295.26	- (H),	
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		-	
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additional contributors on separate sheet provided and affix to this Return.			(/
Attached Number of Pages Pres / No	Ť		$X_{\cdot}$
,		$\chi_{i}$	0
Number of Contributors		<u> </u>	295-2
Total Amount of all Category (A) Contributions			<u> </u>
Contributions of \$250.00 or less but more than \$25.00		-	
Report the number of contributors and the total value of contributions receifrom any individual, of \$250.00 or less but more than \$25.00.	each bicked	\ <b>^</b> •	1000
Number of Contributors	BIND L	21	/00.0
Total Amount of all Category (B) Contributions	7		A ICX O

(C) Contributions of \$25.00 or less

**Note:** Report the number of contributors and the total value of contributions received, from any individual, of \$25.00 or less.

Number of Contributors

Total Amount of all Category (C) Contributions

Total Number of Contributors

**Total Contributions** 

(Sum of Categories (A), (B) and (C))

Enter Totals on Part 1(a) Summary of Contributions Line 1.

395.26

\$ 196.90

#### Schedule: 2. Corporations

(A) Contributions in excess of \$250.00

Note: List below all contributions where the aggregate value of contributions exceeds \$250.00.

Name of Contributor	Amount
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Age of the second secon	

List additional contributors on separate sheet provided and affix to this Return.

List Attached

No Yes / No

Number of Pages



**Number of Contributors** 

Total Amount of all Category (A) Contributions

(B) Contributions of \$250.00 or less but more than \$25.00

**Note:** Report the number of contributors and the total value of contributions received, from any corporation, of \$250.00 or less but more than \$25.00.

Number of Contributors

Total Amount of all Category (B) Contributions

(C) Contributions of \$25.00 or less

**Note:** Report the number of contributors and the total value of contributions received, from any corporation, of \$25.00 or less.

Number of Contributors

Total Amount of all Category (C) Contributions

**Total Number of Contributors** 

**Total Contributions** 

(Sum of Categories (A), (B) and (C))

Enter Totals on Part 1(a) Summary of Contributions Line 2.

#### Schedule: 3. Trade Unions

(A) Contributions in excess of \$250.00

Note: List below all contributions where the aggregate value of contributions exceeds \$250.00. Name of Contributor Amount List additional contributors on separate sheet provided and affix to this Return. List Attached Number of Contributors Total Amount of all Category (A) Contributions Contributions of \$250.00 or less but more than \$25.00 Note: Report the number of contributors and the total value of contributions received, from any trade union, of \$250.00 or less but more than \$25.00. Number of Contributors Total Amount of all Category (B) Contributions (C) Contributions of \$25.00 or less Note: Report the number of contributors and the total value of contributions received, from any trade union, of \$25.00 or less. Number of Contributors Total Amount of all Category (C) Contributions

#### **Total Number of Contributors**

#### **Total Contributions**

(Sum of Categories (A), (B) and (C))

Enter Totals on Part 1(a) Summary of Contributions Line 3.

#### Schedule: 4. Unincorporated Organizations or Associations

í	Α	Contributions	in	excess	of	\$250.00
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Name of Contributor	Amount	7
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t additional contributors on separate sheet provided and affix to this Return.		
st Attached Yes / No Number of Pages		
Number of Contributors		
Total Amount of all Category (A) Contributions		
Contributions of \$250.00 or less but more than \$25.00		1
ete: Report the number of contributors and the total value of contribution		$\wedge \wedge$
from any unincorporated organization or association, of \$250.00 o	r less but more than \$25.00.	
Number of Contributors	<u> </u>	<u>/</u>
Total Amount of all Category (B) Contributions	- Signs	87.00
c) Contributions of \$25.00 or less	<del></del>	•
Pote: Report the number of contributors and the total value of contribution from any unincorporated organization or association, of \$25.00 or	ons received, less.	
Number of Contributors		· :
Total Amount of all Category (C) Contributions		•

**Total Number of Contributors** 

#### **Total Contributions**

(Sum of Categories (A), (B) and (C))

Enter Totals on Part 1(a) Summary of Contributions Line 4.

### Schedule: 5. Any Other Persons or Groups of Persons

#### (A) Contributions in excess of \$250.00

Note: List below all contributions where the aggregate value of contributions exceeds \$250.00

Name of Contributor	Amount	
·		
Ą		
ist Attached Number of Pages		
Number of Contributors		
Total Amount of all Category (A) Contributions		
Contributions of \$250.00 or less but more than \$25.00		
ote: Report the number of contributors and the total value of contributions rec	reived,	
from any other person or group of persons, of \$250.00 or less but more  Number of Contributors	man \$25.00.	
	<del></del>	
Total Amount of all Category (B) Contributions	·	
C) Contributions of \$25.00 or less		
ote: Report the number of contributors and the total value of contributions red	eived,	
from any other person or group of persons, of \$25.00 or less.	·	
Number of Contributors		
Total Amount of all Category (C) Contributions		
Total Number of Contributers		
Total Number of Contributors		4

(Sum of Categories (A), (B) and (C))

**Total Contributions** 

Enter Totals on Part 1(a) Summary of Contributions Line 5.

#### Contributions

(c) Proceeds from Other Sources - Summary

Set out below the aggregate value of net proceeds received by the candidate from the sources as indicated.

Source	Amount
Sales of tickets to or monies paid to each dinner, rally, public meeting and other fund-raising function.	$\phi$
Collections made at events mentioned in item 1 above or other events.	0
Sales of pins, buttons, flags, emblems, hats, banners, literature and other materials.	Ø
Total	B

Enter Total under Schedule: 5. Any Other Persons or Groups of Persons of Part 1(b) Detail of Contributions

#### Expenses

**Dandidate's Personal Expenses** 

Candidate's Campaign Expenses

Set out the total amount of the candidate's personal expenditures that were paid by him personally and reported to he business manager pursuant to subsection 261(2)(b). A detailed statement by the candidate supported by supplier documents, bills and proofs of payment of the amounts expensed must be attached to this Return.

lote: Personal expenses of the candidate are not election expenses. Subsection 220(h)(ix).

Total Amount \_\_

	Include only costs associated with expenditures to or within the co	enstituency.	
(A)	Travel		
	Air Travel	<u></u>	
	Rental Vehicle	<u> </u>	
٠	Private Vehicle  Kilometres travelled 382 at 4.48 cents per kilometre	¥ 183.36 ( od	e kal
	Bus Fare/Taxi		
	Other (Insurance, lubricants, fuel, parking)		
		Total of (A)	<i>"3</i> .
(B)	Accommodation		
	Hotel, Motel		
	Temporary Residence		5
	·	Total of <b>(B)</b>	<u></u>
(C)	Living Allowance		
	Meals (lunch-Kindersley)	\$ 15.00	, ,

(Sum of Categories (A), (B) and (C))

#### **Expenses**

#### (b) Petty Expenses

Set out below the petty expenses paid under the authority of the business manager pursuant to section 259. Attach and number consecutively, the statement(s) of particulars of the amounts expensed supported by supplier documents, bills and proofs of payment.

Consec. No.	Particulars		Amount Paid	
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	77	Total	1	

# Expenses

# (c) Hire of Premises

premises so acquired, the purpose for which and the length of time during which the same were used, the amount paid to each and the commercial value thereof. Attach supplier documents, bills and proofs of payment, number them consecutively and list them in the proper columns below. Set out below the name and address of every person, club, society, company and association from whom premises were acquired for the purpose of the election, with a description of the

ercial	<u> </u>								
Commercial	DIDA					Transport of the Control of the Cont			
	•					_			(Q)
Amount	3								(a)
Period for which used									Subtotal (6
Purpose for which used			TA AND THE PROPERTY OF THE PRO	The state of the s			, , , , , , , , , , , , , , , , , , , ,		
Description of Premises									
, Address									
Name									
Consec. No.				•					

Total: (greater of (a) or (b))

# Expenses

# (d) Advertising

Set out below the cost of acquiring the right to the use of time on the facilities of any broadcasting undertaking or of acquiring the right to the publication of an advertisement in any newspaper or magazine circulated in the province. Set out the name and address of each broadcaster and publisher, with a description of the advertising, the amount paid to each and the commercial value

							· · · · · · · · · · · · · · · · · · ·	 
Commercial Value								(q)
Amount Paid								
Date of Issue				1 80		£		Subtotal (a)
Name of Publication or Broadcaster	·							
Address								
Name								
Consec. No.								

. (greater of (a) or (b))

Expenses

(e) Services

Set out below the name and address of every person, club, society, company and association who did work on behalf of the candidate, with a description of the nature of the work done, the amount paid to each and the commercial value thereof. Attach supplier documents, bills and proofs of payment, number them consecutively and list them in the proper columns below. Commercial Value 9 Amount Paid (a Subtotal Nature of Work Done Address Name Consec. No.

Total: (greater of (a) or (b))

Expenses

(f) Goods Supplied

Set out below the name and address of every person, club, society, company or association who provided goods, with a description of the goods supplied, the amount paid to each and the commercial value thereof. Attach supplier documents, bills and proofs of payment, number them consecutively and list them in the proper columns below.

Commercial Value		00 18	36 961					-			283 90
Amount Paid		0000	8	•			,				(a) 06 961 (b)
Description of Goods Supplied (if only hired, so state and give duration)	P- (10) Signing (10)	Mrt Value onch	Son which					Ł	202.602	20.18	Subtotal (a)
Address			18	1 051 705							
Name	Gran Party		James Publishing	("The Charing")	see attached.	-					
Consec. No.											

**Total:** (greater of (a) or (b))

Expenses

(g) Travel and Hire of Vehicle

Set out below all travelling expenses incurred in conjunction with the election, including rental accounts for commercially hired vehicles. Set out the amount paid to each and the commercial value thereof. Attach supplier documents, bills and proofs of payment, number them consecutively and list them in the proper columns below.

Commercial	D										
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Total: (greater of (a) or (b))

Expenses

Claims Still Unpaid or Under the Direction of the Chief Electoral Officer or a Judge's Order

(h) Undisputed Claims Unpaid

Set out below the names and addresses of all persons whose undisputed claims were received too late, or remained unpaid too long to be payable without the direction of the Chief Electoral Officer or a judge's order and in respect of which such a direction or order has been, or is about to be applied for, together with particulars of the nature of the claim, the amount and the commercial value thereof.

Name         Address         Nature of Claim         Date of General of Claim         Date of General of Claim         Address         Commercial of Claim         Comm	1	 							 		
Address   Neture of Calim   Paid   Paid   Cate of If Paid										1	
Address   Neture of Calim   Paid   Paid   Cate of If Paid	mercia alue					,					
Address Nature of Caim	Com			:	,						
Address Nature of Claim Received of date for fluction, Address Nature of Claim Received Unpaid date of direction, Order or Judgement Claim											(Q)
Address Nature of Claim Received of date for fluction, Address Nature of Claim Received Unpaid date of direction, Order or Judgement Claim				******							
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(greater of (a) or (b))

(i) Disputed Claims Unpaid

In addition, set out below the disputed and unpaid claims, the names and addresses of the claimants, the nature of the claims respectively, the amount and commercial value thereof.

Commercial Value									(q)
Amount of Claim									(a)
Character of Disputed Claim									Subtotal
, Address		-						•	
Name	•						•		

Total: (greater of (a) or (b))



The Election Act, 1996 Section 261(1)(c)

# **Declaration of a Business Manager of a Candidate**

of Sob Saskatchewar Cr.E.  Name of Sob Saskatoon 57N OCI
being the Business Manager of Name of Candidate  Address Saskatoon 57N OCI  Name of Candidate
candidate at the election held on the $\frac{7\pi}{200}$ day of $\frac{1}{1000}$ day of $\frac{1}{1000}$
of a member of the Legislative Assembly of Saskatchewan,
solemnly declare that I have examined the Return of Election Expenses, along with any attached certified statements, to be transmitted to the Returning Officer at that election and now shown to me by the officer before whom this declaration is made, and that to the best of my knowledge and belief that Return and any attached certified statements are correct;
and I further solemnly declare that, except as appears from that Return, I have not and to the best of my knowledge and belief no other person, nor any club, society, company or association has on behalf of the candidate made any payment, or given, promised or offered any reward, office, employment or valuable consideration, or incurred any liability on account of or with respect to the conduct or management of the election;
and I further solemnly declare that I have received from the candidate, the sum of (Insert NO if the fact is so)
dollars and no more for the purposes of the election, and that, except as specified in the Return made by me, no money, security or equivalent for money has been paid, advanced, given or deposited by anyone to me or in my hands, or to the best of my knowledge and belief, to or in the hands of any other person for the purpose of defraying any expenses incurred on behalf of the candidate on account of or with respect to the conduct or management of the election;
and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath, and by virtue of the <b>Canada Evidence Act</b> .
Signature of Bueiness Manager
Signed and declared before me by the above-named Business Manager at in the
Province of Saskatchewan, on the
Person Authorized to Administer Oaths in Saskatchewan
My commission expires Febru, 2016



The Election Act, 1996 Section 261(5)

## Candidate's Declaration as to Expenses

, Norbert Kratchmer			, whose
address is Box 1143, Unity SK	SOK	410	and whose
occupation is <u>organic farmer</u>	, having beer	n a Candidate a	t the election of a member
o serve in the Legislative Assembly of Saskatchewan for t	the constituency o	of	1
neld on the day of		>//, so	lemnly declare that I have
examined the Return of Election Expenses, along with any ransmitted by my business manager to the Returning Officer me and signed by the officer before whom this declarational elief that Return and any attached certified statements are	cer at the election ion is made, and	a conviof which	h Return is now shown
and I further solemnly declare that, except as appears from and belief no person, nor any club, society, company or as promised or offered any reward, office, employment or valu or with respect to the conduct or management of the electi	ssociation has, on uable consideration; ion;	n my behalf, mac on, or incurred a	de any payment, or given, iny liability on account of
and I further solemnly declare that I have paid to my busine	ess manager, the	sum of/	No
dollars and no more for the purpose of the election, and the or equivalent for money has to my knowledge or belief been he hands of my business manager or any other person for behalf on account of or with respect to the conduct or manager.	at, except as spe on paid, advanced r the purpose of c	ecified in the Ret d, given or depo- defraying any ox	urn, no money, security
and I further solemnly declare that I will not, except so far a be party to the making or giving of any payment, reward, o purpose of defraying any such expenses as last mentioned becurity or equivalent for the purpose of defraying any such	office, employmen d. or provide or be	it or valuable co	noidaration for the
and I make this solemn declaration conscientiously believing and effect as if made under oath, and by virtue of the <b>Cana</b>	ng it to be true, ar ada Evidence Ac	nd knowing that	it is of the same force
	Signature of Can	at Keti	thmer
Signed and declared before me by the above-named Cand			
Province of Saskatchewan, on the ね つ day of		svenle	, 2011.
	Person Authorize	and administer Oatho	Q Jan 31/15

