



# Annual Report of Contributions Registered Political Party

**P-602**

*The Political Contributions  
Tax Credit Act, 2001  
Sections 13 and 14  
Revised: 2020*

**NOTICE:**

- To be completed by the chief official agent of a registered political party, whose name is recorded in the registry of political parties maintained by the Chief Electoral Officer, at the time of filing
- One completed report is to be filed with the Chief Electoral Officer, on or before the last day of April in each year (or within five (5) days after the date of publication of the notice of deletion of a political party from the register). A copy of each receipt issued to a contributor and all copies of any spoiled receipts (and in the case of a deletion, all unused receipts) must accompany this report
- A copy of each receipt for contributions to a registered political party during the reporting period is to be retained by the chief official agent for a period of not less than five (5) years and must be available for inspection throughout that period. In addition, where official tax receipts have been issued for a fund-raising function, sufficient records to verify the expenses incurred in holding the function and the number of tickets sold must also be maintained

**IDENTIFICATION:**

Registered Political Party		Chief Official Agent	
Name: _____	Name: _____	Address: _____	Address: _____
City / Town: _____	City / Town: _____	Province: _____	Postal Code: _____
Province: _____	Postal Code: _____	Province: _____	Postal Code: _____

**REPORTING PERIOD:**

From:				
Date of publication in the Saskatchewan Gazette of the notice of registration of the political party <i>(The Election Act, 1996 (s. 233))</i>	Day	Month	Year	_____
(or)	Day	Month	Year	_____
Calendar year commencing January 1	1	1	_____	_____
To:				
Date of publication in the Saskatchewan Gazette of the notice of deletion of the registered political party from the register <i>(The Election Act, 1996 (ss. 227(4))</i>	Day	Month	Year	_____
(or)	Day	Month	Year	_____
Calendar year ended December 31	31	12	_____	_____



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**CONTRIBUTIONS:**

I. Total amount of contributions for which tax receipts have been issued \_\_\_\_\_

**TAX RECEIPT RECONCILIATION:**

I. Number of tax receipts on hand at commencement of the calendar year \_\_\_\_\_  
 Number of tax receipts supplied in calendar year (Form P-601) \_\_\_\_\_

II. Number of tax receipts issued \_\_\_\_\_  
 Number of tax receipts spoiled (complete A below) \_\_\_\_\_  
 Number of duplicate tax receipts issued (complete B below) \_\_\_\_\_  
 Number of unused tax receipts \_\_\_\_\_

**Totals (Note: these must agree)** (II) \_\_\_\_\_ (I) \_\_\_\_\_

III. Serial numbers of tax receipts on hand

	Starting Serial #:	Ending Serial #:	Total Receipts:
_____			
_____			
_____			
<b>Total:</b>			

IV. Number of unused tax receipts transferred to the Chief Electoral Officer in cases where a political party has been deleted from the register. \_\_\_\_\_

**QUESTIONS:**

A. If replacement tax receipts were issued for spoiled, or tax receipts were otherwise cancelled, were the originals and all copies of the tax receipts returned and clearly marked "Cancelled - See Receipt No. . . . . ." \_\_\_\_\_ Yes No  
 If no, please provide particulars: \_\_\_\_\_

B. If duplicate tax receipts were issued, were they in all cases issued in the name of the original contributor and clearly marked "Duplicate Replacing Receipt No. . . . . ." \_\_\_\_\_ Yes No  
 If no, please provide particulars: \_\_\_\_\_

**ATTESTATION OF CHIEF OFFICIAL AGENT:**

I, \_\_\_\_\_ hereby declare that I have not issued official tax receipts for goods and/or  
 (Name of Chief Official Agent)  
 services, and that the information given in this report and in any documents attached is true, correct and complete in every respect.

\_\_\_\_\_  
 (Signature of Chief Official Agent)

Telephone ( \_\_\_\_\_ ) \_\_\_\_\_

Dated at \_\_\_\_\_, Saskatchewan this \_\_\_\_\_ day of \_\_\_\_\_,