

# What is a campaign donation return?

A campaign donation return is a record of donations or gifts, including in-kind support, during the donation period (section 3 of the Local Government Act 2020).

The return is supplied to candidates as a form, enabling candidates to fill in details of donations or gifts they have received above the \$500 threshold, as applicable under section 306 of the Act.

Candidates must also disclose if they have not received any donations or gifts.

You can download an Election Campaign Donation Return form here.

Examples of completed Campaign Donation Return forms can be found on the following page of this fact sheet.

### Submitting a return

Candidates must submit their completed return to the council's Chief Executive Officer within 40 days after election day, even if they were not elected and/or did not receive gifts.

You should receive a blank form and submission instructions before Election Day, and also receive a reminder to submit your return during the 40-day submission period.

Each individual candidate **must** submit a campaign donation return.

# What happens if I don't submit a return?

Submitting a return is a legal requirement and your responsibility as a candidate.

Failure to submit, or providing false or misleading information on a return, can result in prosecution and fines of more than \$12,210.60 as of 1 July 2025.

### What details must my return contain?

All fields must be filled out and the declaration signed by **you**.

If you received no gifts, you can indicate this in the "Details of Gifts" section by writing "No disclosable gifts" in the table provided.

# What is the Local Government Inspectorate?

The Inspectorate, led by the Chief Municipal Inspector, is the integrity agency for local government in Victoria and investigates alleged offences under the Local Government Act 2020, including the enforcement of electoral offences.

The Inspectorate will be monitoring the submission of campaign donation returns by candidates and may prosecute any candidate who fails to comply with section 306 of the Act.

## **Examples of Campaign Donation Return forms**

When completing their own Campaign Donation Return forms, candidates should refer to the below examples of correctly completed forms for assistance. Please note that candidates must include their own personal information in all sections and sign and date the forms themselves.

### No disclosable gifts

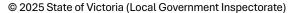
If candidates do not have any gifts of the type to disclose, their forms should be filled out as such:

Election Camp	aign Donation Return	[Local Gove	rnment Act 2020,	Section 306] [Local Government	ent (Electoral) Re	gulations 2020, Regulation
Election Details:	Name of Council:	Rivers Sh	ire Council			
	Ward (if applicable):	Rivergum	Ward	Ele	ection Date:	26 / 10 / 2024
Candidate Details:	Full Name of Candidat	te: Jane D 0	De			
	Address of Candidate:	1 Rivervie	ew Road			
		Riverside	3333			
Details of Gifts: 1						
Name of donor	Address of donor		Date of Gift	Description or form	of Gift <sup>2</sup>	Value of Gift (\$)
		NO I	DISCLOSABLE	GIFT		
section 306 of the Lo	ton:  e that this election campaign docal Government Act 2020 and crovided in this election campai	d in accorda	ance with Regu n return are a tr	lation 46 of the Local G	overnment (Ele	
odge as described bel For a gift in the form otheque).	that must be disclosed have beer ow. of goods or services, describe the	gift. For a	gift in the form of	money, describe the form	in which the gift	t was given (e.g. cash,

#### Disclosable gifts

If candidates **do** have gifts of the type to disclose, their forms should be filled out as such:

Election Details:	Name of Council: Rivers Shire Council					
	Ward (if applicable):	Rivergum	Ward	Election Date: 2	26 / 10 / 2024	
Candidate Details:	Full Name of Candidate: Jane D Oe					
	Address of Candidate:	1 Rivervie	ew Road			
		Riverside	3333			
Details of Gifts: 4						
Name of donor	Address of donor		Date of Gift	Description or form of Gift 5	Value of Gift (\$)	
Joe Bloggs	333 Riverview Lane, Riversid	e	15 October 2024	Cash donation for printing of electoral material	\$600	
Candidate Declarat	ion:					
I, Jane D Oe, declare section 306 of the Lo	e that this election campaign do	I in accorda	ance with Regulation return are a true a	plete record of all gifts required to lon 46 of the Local Government (Ell and accurate record.6		
I, Jane D Oe, declar section 306 of the Lo and that the details p Signature:	e that this election campaign do coal Government Act 2020 and crovided in this election campai	I in accorda gn donatior Date: 31/	ance with Regulation n return are a true a d10/2024	on 46 of the Local Government (El	ectoral) Regulations	



Accessibility: For an accessible version, contact 1800 469 359 or <a href="mailto:media.comms@lgi.vic.gov.au">media.comms@lgi.vic.gov.au</a>



### **Local Government Inspectorate**