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SECTION 1 : Forms for the official agent



DGE-1412-VA (20-03)

Authorization of an advertising agency

Pursuant to section 456 of the *Act respecting elections and referendums in municipalities*,

I, _____,
Name of the official agent

official agent of _____,
Name of the party or authorized independent candidate

in the municipality of _____,
Municipality

authorize _____,
Name of the advertising agency

Address of the advertising agency

to incur or order election expenses of up to the following amount : \$ _____,
Amount

for the election period from _____ to _____,
Year / month / day Year / month / day

Signed at _____, on _____,
Municipality Date

Signature of the official agent

Acceptance of the mandate

I accept this authorization to incur or order election expenses up to the amount set above by the official agent.

Signature of the person authorized by the advertising

Date



DGE-1068-VA (20-03)

Itemized statement of expenses incurred by an authorized advertising agency*

Name of the municipality		Name of the party or independent candidate	
Name of the authorized advertising agency		Name of the official agent	

Supplier's name	Consecutive number assigned to supporting documents	Invoice amount**	Contested amount (where applicable)	Reason for contested amount
Balances carried forward				
TOTALS (or balances carried forward)				

* This statement must be accompanied by the required proof of advertising and supporting documents, including subcontractor's invoices.

** Enter all expenses incurred, including those for which a subcontractor has not provided an invoice. In the latter case, attach the order form. Upon receipt of the invoice, forward it to the treasurer. The agency is responsible for paying this invoice.

NB: The original copy of this statement must be submitted to the official agent no later than the 60th day after polling day. We recommend keeping a copy for your records.

Declaration of the authorized advertising agency

I declare that the total amount of election expenses I have incurred or ordered in accordance with the requirements of Chapter XIII of the *Act respecting elections and referendums in municipalities* and in relation to the election of _____ Date of poll _____ does not exceed the \$ _____ limit set in the authorization received from the official agent identified above.

I declare that the information given in this statement is true, accurate and complete.

Signature of the authorized person on behalf of the advertising agency

Date

SECTION 2 : Forms for the financial representative



DGE-1412.1-VA (20-03)

Authorization agreement of advertising agency

Under section 499.11 which refers to section 456 of the *Act respecting elections and referendums in municipalities*,

I, _____,
Name of financial representative

financial representative of _____,
Name of leadership candidate

authorize _____,
Name of advertising agency

Address of advertising agency

to incur or order campaign expenses up to the following amount: \$ _____.

for the period of _____ to _____.
Year / month / day Year / month / day

Signed in _____, on _____.
Municipality Date

Signature of financial representative of candidate

Acceptance of mandate

I, _____, accept this authorization up to
Name of authorized person of advertising agency
the amount set above.

Signature of authorized person of advertising agency

Date



DGE-1068.1-VA (20-03)

Detailed statement of the advertising agency's expenses*

IDENTIFICATION

Name of advertising agency		Name of leadership candidate	
Name of financial representative		Name of party	

Name of supplier	Consecutive number of supporting documents	Amount of invoice**	Amount contested, where applicable	Reason for contested amount
Balances carried forward				
TOTAL (or balances to carry forward)				

*This statement must be accompanied by the required advertising and supporting documents, including subcontractors' invoices.

**Enter all expenses incurred, including those for which a subcontractor has not produced an invoice. In this case, attach the order form. Upon receipt of the invoice, forward it to the Chief Electoral Officer or to the offices of Élections Québec. The agency is responsible for paying this invoice.

N. B.: The original copy of this statement must be remitted to the financial representative no later than the sixtieth day following polling day. It is recommended that you keep a copy for your files.

DECLARATION OF THE ADVERTISING AGENCY

<p>I declare that all advertisement expenses I have incurred or ordered in accordance with the requirements of the <i>Act respecting elections and referendums in municipalities</i> for the leadership campaign for the above-mentioned poll do not exceed the amount of \$ _____ set in the authorization received from the previously identified financial representative.</p> <p>I declare that the information given in this return is true, accurate and complete.</p>	
<p>_____ Signature of authorized person</p>	<p>_____ Date</p>