**Appendix 1 – Donation Statement Form**

**Local Elections (Disclosure of Donation and Expenditure) Act 1999**

**Donation Statement by Member of a Local Authority**

**(1 January 2023 to 31 December 2023**

|  |
| --- |
| **1. General Information** |
| **Name**  |  |
| **Address for correspondence** |  |
| **Telephone number** |  |
| **Email** |  |
| **Fax number** |  |
| **Political party, if any** |  |
| **Local authority** |  |
| **Local electoral area** |  |

**2. Donations**

Did you receive any single donation exceeding €600 in value, or donations from the same person exceeding €600 in aggregate value, between 1 January 2023 and

31 December 2023

Please tick (√) one box only: Yes No

**3. Details of each Donation**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **(1)****Value of Donation****(€)** | **(2)****Name and Address****Of Donor** | **(3)****Nature of****Donation1** | **(4)****Description****of Donor2** | **(5)****The date on which the donation was received** | **(6)****If the donation was requested from the****Donor, what is the name and postal address****of the person who requested the donation** | **(7)****Was a receipt issued to the Donor in respect****of the donation?****If yes, provide the date on which****the receipt issued and the name of the person****who issued the receipt** |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

**1 For example, cash/cheque, use of property, services, etc.**

**2 For example, family member, friend, company, political party, etc.**

**4. Statutory Declaration**

I (name) ............................…………………. do solemnly and sincerely declare that the above statement is, to the best of my knowledge and belief, correct in every material respect and that I took all reasonable action in order to be satisfied as to its accuracy. I make this solemn declaration conscientiously believing the same to be true and by virtue of the Statutory Declarations Act 1938.

Signed …………………………………………

Declared before me...........................…………….……..[*name in capitals*] a [notary public] [commissioner for oaths] [peace commissioner] [practicing solicitor] by ……………………………………………………[name of local authority member]

who is personally known to me,

at……………………………………………………………… [*place of signature*]

this………day of …………………………[*date*]

…………………………………………………

[*signature of witness*]

**Please note that a witness must belong to one of the following categories: Commissioner for Oaths / Notary Public / Peace Commissioner / Practicing Solicitor.**

**PENALTIES**

A person who knowingly makes a false or misleading statutory declaration is liable on conviction to a fine not exceeding €3,000 or imprisonment for a term not exceeding six months or both.

**Appendix 2 – Certificate for a Statement of a Political Donations Account**

**LOCAL ELECTIONS (DISCLOSURE OF DONATIONS AND EXPENDITURE) ACT 1999**

**CERTIFICATE TO ACCOMPANY STATEMENT**

**FROM A FINANCIAL INSTITUTION OF A POLITICAL DONATIONS ACCOUNT**

**FROM A MEMBER OF A LOCAL AUTHORITY**

**THIS CERTIFICATE IS NOT FOR PUBLIC DISPLAY**

|  |  |
| --- | --- |
| **Name**  |  |
| **Address**  |  |
| **Local authority** |  |

I hereby declare that a donation for political purposes exceeding €100 and subsequent donations received by me during the year ……..… (insert year) were lodged to the following political donations account, a statement of the account for which is attached, and that all amounts debited (excluding charges by the institution) were used for political purposes.

|  |  |
| --- | --- |
| **Account Number**  |  |
| **Financial Institution address** |  |
| **Date account opened** |  |

Signed:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Statutory Declaration**

I (name) ............................…………………. do solemnly and sincerely declare that the above statement is, to the best of my knowledge and belief, correct in every material respect and that I took all reasonable action in order to be satisfied as to its accuracy. I make this solemn declaration conscientiously believing the same to be true and by virtue of the Statutory Declarations Act 1938.

Signed …………………………………………

Declared before me...........................…………….……..[*name in capitals*] a [notary public] [commissioner for oaths] [peace commissioner] [practicing solicitor] by ……………………………………………………[name of local authority member]

who is personally known to me,

or

at……………………………………………………………… [*place of signature*]

this………day of …………………………[*date*]

…………………………………………………

[*signature of witness*]

**Please note that a witness must belong to one of the following categories: Commissioner for Oaths / Notary Public / Peace Commissioner / Practicing Solicitor.**

**PENALTIES**

A person who knowingly makes a false or misleading statutory declaration is liable on conviction to a fine not exceeding €3,000 or imprisonment for a term not exceeding six months or both.