

(OG 50/11)

MINISTRY OF FINANCE

1118

Pursuant to Article 10 paragraph 6, Article 24 paragraph 2, Article 34 paragraph 4 of the Act on Financing Political Activities and Election Campaigns (Official Gazette 24/11), the Minister of Finance issues the

ORDINANCE

ON THE MANNER OF KEEPING RECORDS AND ISSUING CONFIRMATIONS ON THE RECEIPT OF VOLUNTARY CONTRIBUTIONS (DONATIONS) AND MEMBERSHIP FEES, REPORTS ON OBTAINED DONATIONS FOR THE FINANCING OF ELECTION CAMPAIGNS AND REPORTS ON COSTS (EXPENDITURES) OF ELECTION CAMPAIGNS AND FINANCIAL REPORTS FOR THE FINANCING OF ELECTION CAMPAIGNS

1. GENERAL PROVISIONS

Article 1

This Ordinance lays down:

- the manner of keeping records and issuing confirmations, and the forms for records and confirmations on the receipt of voluntary contributions (hereinafter: donations) of political parties, independent representatives, representatives of national minorities, independent members of representative bodies of local and regional self-government units, independent slates and candidates, and the manner of keeping records and issuing confirmations and the forms for records and confirmation on the receipt of membership fees of political parties.
- form for reporting on received donations for the financing of election campaigns and reports on costs (expenditures) of election campaigns of political parties, independent slate leaders and candidates for whom funds for financing election campaigns are paid into their separate account.
- form for financial reporting on the financing of election campaigns of political parties, independent slate leaders and candidates for whom funds for financing election campaigns are paid into their separate account.

2. KEEPING RECORDS AND ISSUING CONFIRMATIONS ON THE RECEIPT OF DONATIONS AND MEMBERSHIP FEES AND FORMS FOR RECORDS AND CONFIRMATIONS

Article 2

(1) Political parties, independent representatives, representatives of national minorities, independent members of representative bodies of local and regional self-government units, independent slates and candidates are obliged, pursuant to Article 10, paragraph 5 of the Act on Financing Political Activities and Election Campaigns (hereinafter: Act), to keep records on the receipts of donations and to issue confirmation of receipt of the donation.

(2) Political parties are obliged, pursuant to Article 10, paragraph 5 of the Act, to keep records on the receipt of membership fees and to issue confirmations of receipt of the membership fees.

3. RECORDS OF RECEIVED DONATIONS

Article 3

(1) Political parties, independent representatives, representatives of national minorities, independent members of representative bodies of local and regional self-government units, independent slates and candidates are obliged to keep daily records of received donations for each month of the calendar year.

(2) Donations in the sense of Article 10, paragraph 2 of the Act and this Ordinance are considered occasional or regular payments by which natural or legal persons (hereinafter: donors) voluntarily give money, or provide services or give products without charge, to a political party, independent representative, representative of national minority, independent member of a representative body of local and regional self-government units and independent slate or candidate, for their political work, or to finance an election campaign.

(3) Political parties, independent representatives, representatives of national minorities, independent members of representative bodies of local and regional self-government units, independent slates and candidates are obliged to keep records from paragraph 1 of this Article, as follows:

1. Record of received donations in monies from permitted sources from natural persons – Form ED – Mf;
2. Record of received donations in monies from permitted sources from legal persons – Form ED – Mp;
3. Record of received donations in the form of products or services from permitted sources from natural persons – Form EDN – Mf;
4. Record of received donations in the form of products or services from permitted sources from legal persons – Form EDN – Mp;
5. Record of received donations in monies from prohibited sources from natural persons – Form EZD – Mf;
6. Record of received donations in monies from prohibited sources from legal persons – Form EZD – Mp;

7. Record of received donations in the form of products and services from prohibited sources from natural persons – Form EZDN – Mf;
8. Record of received donations in the form of products and services from prohibited sources from legal persons – Form EZDN – Mp.

(4) Political parties, independent representatives, representatives of national minorities, independent members of representative bodies of local and regional self-government units, independent slates and candidates are obliged, as of 31 December of the calendar year, to compile the Record of received donations from permitted sources from legal and natural persons – Form ED – Gfg and the Record of received donations from prohibited sources from legal and natural persons – Form EZD – Gfp, pursuant to the data from the forms from paragraph 3 of this Article, no later than within thirty (30) days of the expiry of the calendar year for which the Reports are compiled.

(5) The Records from paragraph 3 of this Article are records on received donations that are kept daily for each month of the calendar years, and pertain to donations from permitted sources with a listing of those donations exceeding the amount from Article 11 of the Act, and donations from anonymous sources pursuant to Article 22, paragraph 2 of the Act, and donations from other unpermitted sources pursuant to Article 22, paragraphs 1 and 3 of the Act, paid into the account of the political party, independent representative, representative of the national minority, independent member of representative bodies in local and regional self-government units, independent slate or candidate.

6) The records from paragraphs 3 and 4 of this Article are certified with the seal and signature of the responsible person of the political party/ independent representative/ representative of a national minority/independent member of a representative body of a local or regional self-government unit or independent slate leader/candidate.

(7) The forms for keeping records from paragraphs 3 and 4 of this Article are contained in the Annex and form an integral part of this Ordinance.

Records of received donations from permitted sources

Article 4

(1) In the Record of received donations in monies from permitted sources from natural persons (Form ED-Mf) and the Record of received donations in monies from permitted sources from legal persons (Form ED – Mp), in addition to general data on the name of the political party/ independent representative/ representative of a national minority/ independent member of a representative body of a local or regional self-government unit/ independent slate/candidate, the place of the seat and address or temporary address, personal identification number (hereinafter: OIB) and month in the year for which the record is kept, data on all donations from permitted sources received in monies by the political party/ independent representative/ representative of a national minority/ independent member of a representative body of a local or regional self-government unit/ independent slate/candidate in that month, as follows:

1. ordinal number (column 1),

2. name and surname / name of donor (column 2),
3. permanent or temporary address / seat of donor – town, street and street number (column 3),
4. OIB of natural person donor / OIB of legal person donor / passport number of foreign natural person donor, or foreign legal person donor pursuant to Article 22, paragraph 5 of the Act (column 4),
5. date of payment of donation (column 5),
6. amount of paid donation (column 6),
7. amount of donation in kuna from natural/legal person donor up to the amount stipulated in Article 11 of the Act (column 7),
8. total amount of paid donations in monies from natural/legal person donors (cumulative), represents the sum of all paid donations of the same natural/legal persons on the date of payment of the donation, whose total amount of paid donations is in excess of the amount established in Article 11 of the Act (column 8),
9. amount of donation in kuna from natural/legal person donors exceeding the amount from Article 11 of the Act (column 9),
10. notes for donors received from permitted sources in monies from natural/legal persons donors (column 10).

(2) In the Record of received donations in the form of products and services from permitted sources from natural persons (Form EDN – Mf) and in the Record of received donations in the form of products and services from permitted sources from legal persons (Form EDN – Mp), in addition to the general data on the name of the political party/ independent representative/ representative of a national minority/ independent member of a representative body of a local or regional self-government unit/ independent slate/candidate, the place of the seat and address or temporary address, OIB number and month in the year for which the Record is kept, data on all donations from permitted sources in the form of goods and services, including donations in other non-monetary forms such as mobile and immobile assets, property rights and the like, received by the political party/ independent representative/ representative of a national minority/ independent member of a representative body of a local or regional self-government unit/ independent slate/candidate in that month, are recorded in chronological order, as follows:

1. ordinal number (column 1),
2. name and surname / name of donor (column 2),
3. permanent or temporary address / seat of donor – town, street and street number (column 3),
4. OIB of natural person donor / OIB of legal person donor / passport number of foreign natural person donor, or foreign legal person donor pursuant to Article 22, paragraph 5 of the Act (column 4),

5. number and date of issuance of invoice from Article 10, paragraph 3 of the Act (column 5),
6. description of the donation – in the donation of products (list the donated products) and/or services or other non-monetary forms, such as mobile or immobile assets, property rights and the like (give a list of provided services) (column 6),
7. date of provision of products and/or services (column 7),
8. value of donation (column 8),
9. market value of donated products and/or services in kuna from natural/legal donors, to the amount stipulated in Article 11 of the Act (column 9),
10. total market value of donated goods and/or services in kuna from natural/legal person donors (cumulative), represents the sum of all donated products and/or services of the same natural/legal persons on the date of payment of the donation, whose total amount of donations is in excess of the amount established in Article 11 of the Act (column 10),
11. market value of donated products and/or services in kuna from natural/legal person donors that exceeds the amount from Article 11 of the Act (column 11),
12. notes for donations received from permitted sources in the market value of donated products and/or services from natural/legal persons donors (column 12).

(3) Data on donations in the form of products and services are entered into the forms from paragraph 2 of this Article according to the data from the invoices on the donated products and/or services. If different products and/or services are listed on the same invoice, the data on the description of the donation and the market value of the donated products and/or services may be entered as follows:

1. description of the donation – enter in individual descriptions of all donated products and/or services,
2. market value of donated products and/or services – enter in total amount of donated products and/or services as indicated on the invoice.

(4) Under notes in column 9 of the form from paragraph 1 of this Article, and under the notes in column 11 of the form from paragraph 2 of this Article, it is necessary to enter the following data:

1. date of the reporting of the donation amount in excess of the amount from Article 11 of the Act to the State Audit Office or the State Electoral Commission,
2. date of payment of the amount of the donation in excess of the amount from Article 11 of the Act to the benefit of the State Budget.

(5) In the forms from paragraph 1 and 2 of this Article, the data on amounts of received donations in monies and the market values of donated products and/or services at the end of

the month must add up, due to the entry of the monthly data into the Form ED – Gfp from Article 3, paragraph 4 of this Ordinance.

Records of received donations from prohibited sources

Article 5

(1) In the Record of received donations in monies from prohibited sources from natural persons (Form EZD – Mf) and the Record of received donations in monies from prohibited sources from legal persons (Form EZD – Mp), in addition to the general data on the name of the political party/ independent representative/ representative of a national minority/ independent member of a representative body of a local or regional self-government unit/ independent slate/candidate, the place of the seat and address or temporary address, OIB number and month in the year for which the Record is kept, data on all donations from prohibited sources in the form of monies received by the political party/ independent representative/ representative of a national minority/ independent member of a representative body of a local or regional self-government unit/ independent slate/candidate in that month, are recorded in chronological order, as follows:

1. ordinal number (column 1),
2. name and surname / name of donor (column 2),
3. permanent or temporary address / seat of donor – town, street and street number (column 3),
4. OIB of natural person donor / OIB of legal person donor / passport number of foreign natural person donor, or foreign legal person donor pursuant to Article 22, paragraph 5 of the Act (column 4),
5. date of payment of donation (column 5),
6. amount of donation in kuna from anonymous sources in monies from natural/legal person donors pursuant to Article 22, paragraph 2 of the Act (column 6),
7. amount of donation in kuna from natural/legal person donor from other prohibited sources pursuant to Article 22, paragraphs 1 and 3 of the Act (column 7),
8. total amount of paid donations of natural/legal person donors from prohibited sources pursuant to Article 22 of the Act (column 8),
9. notes for donations received from prohibited sources in monies from natural/legal persons donors (column 9).

(2) In the Record of received donations in the form of products and services from prohibited sources from natural persons (Form EZDN – Mf) and in the Record of received donations in the form of products and services from prohibited sources from legal persons (Form EZDN – Mp), in addition to the general data on the name of the political party/ independent representative/ representative of a national minority/ independent member of a representative body of a local or regional self-government unit/ independent slate/candidate, the place of the seat and address or temporary address, OIB number and month in the year for which the

Record is kept, data on all donations from prohibited sources in the form of goods and services, including donations in other non-monetary forms such as mobile and immobile assets, property rights and the like, received by the political party/ independent representative/ representative of a national minority/ independent member of a representative body of a local or regional self-government unit/ independent slate/candidate in that month, are recorded in chronological order, as follows:

1. ordinal number (column 1),
2. name and surname / name of donor (column 2),
3. permanent or temporary address / seat of donor – town, street and street number (column 3),
4. OIB of natural person donor / OIB of legal person donor / passport number of foreign natural person donor, or foreign legal person donor pursuant to Article 22, paragraph 5 of the Act (column 4),
5. number and date of issuance of invoice from Article 10, paragraph 3 of the Act (column 5),
6. description of the donation – in the donation of products (list the donated products) and/or services or other non-monetary forms, such as mobile or immobile assets, property rights and the like (give a list of provided services) (column 6),
7. date of provision of products and/or services (column 7),
8. market value of donated products and/or services in kuna from anonymous sources from natural/legal person donors pursuant to Article 22, paragraph 2 of the Act (column 8),
9. market value of donated products and/or services in kuna from natural/legal donors from other prohibited sources pursuant to Article 22, paragraphs 1 and 3 of the Act (column 9),
10. total amount of donation from natural/legal person donors from other prohibited sources pursuant to Article 22 of the Act (column 10),
11. notes for donations received from prohibited sources in the market value of donated products and/or services from natural/legal persons donors (column 11).

(3) The data on donations in the form of products and services from prohibited sources are entered into the forms from paragraph 2 of this Article based on the data from the invoices for the donated products and/or services.

If different products and/or different services are listed on the same invoice, the data on the description of the donation and market value of the donated products and/or services are entered as follows:

1. description of the donation – the individuals descriptions of all donated products and/or services is entered,

2. market value of donated products and/or services – the total amount of the donated products and/or services as listed on the invoice is entered.

(4) Under the notes in column 9 of the form from paragraph 1 of this Article, and under the notes in column 11 of the form from paragraph 2 of this Article, the entry of the following data is mandatory:

1. date of reporting the amount of the donation from anonymous sources pursuant to Article 22, paragraph 2 of the Act to the State Audit Office or State Electoral Commission,
2. date of payment of the donation from anonymous sources pursuant to Article 22, paragraph 2 of the Act to the benefit of the State Budget,
3. date of reporting the donation paid to the account of the political party/ independent representative/ representative of the national minority/ independent member of a representative body of a local or regional self-government unit/ independent slate/ candidate from other prohibited sources pursuant to Article 22, paragraphs 1 and 3 of the Act to the State Audit Office or State Electoral Commission,
4. date of payment of the donation paid to the account of the political party/ independent representative/ representative of the national minority/ independent member of a representative body of a local or regional self-government unit/ independent slate/ candidate from other prohibited sources pursuant to Article 22, paragraphs 1 and 3 of the Act to the benefit of the State Budget.

(5) In the forms from paragraphs 1 and 2 of this Article, the data on the amounts of received donations in monies and the market value of donated products and/or services at the end of the must add up, due to the entry of the monthly data into the Form EZD – Gfp from Article 3, paragraph 4 of this Ordinance.

Annual records of received donations

Article 6

(1) In the Record of received donations from permitted sources from natural and legal persons (Form ED – Gfp) from Article 3, paragraph 4 of this Ordinance, in addition to the general data on the name of the political party/ independent representative/ representative of the national minority/ independent member of a representative body of a local or regional self-government unit/ independent slate/ candidate, the town and address of the seat, permanent address or temporary address, OIB and the year for which the Record is compiled, the data on all received donations in that year are entered chronologically, and the total amount for each month of the year for which the record is compiled is entered in the total annual amount as the sum of all monthly amounts, according to the data from Form ED – Mf and Form ED – Mp from Article 4, paragraph 1 of this Ordinance and Form EDN – Mf and Form EDN – Mp from Article 4, paragraph 2 of this Ordinance. The data are entered as follows:

1. ordinal number (column 1),
2. month of receipt of the donation (column 2),

3. total amount in that month of received donations from permitted sources in monies from natural person donors in kuna to the amount prescribed by Article 11 of the Act – entered as the total amount from column 6 of the Form ED – Mf (column 3),
4. total market value of donated products and/or services in the month of received donations from permitted sources from natural person donors in kuna to the amount stipulated under Article 11 of the Act – entered as the total amount from column 8 of the Form EDN – Mf (column 4),
5. total amount in the month of received donations from permitted sources in monies and the market value of donated products and/or services from natural person donors in kuna to the amount stipulated under Article 11 of the Act (column 5),
6. total amount in the month of received donations from permitted sources in monies from legal person donors in kuna to the amount stipulated under Article 11 of the Act – enter the total amount from column 6 of the Form ED – Mp (column 6),
7. total market value of donated products and/or services in the month of received donations from permitted sources from legal person donors in kuna to the amount stipulated under Article 11 of the Act – enter the total amount from column 8 of the Form EDN – Mp (column 7),
8. total amount in the month of received donations from permitted sources in monies and the market value of donated products and/or services from legal person donors in kuna to the amount stipulated under Article 11 of the Act (column 8),
9. total amount in the month of received donations from permitted sources in monies and the market value of donated products and/or services from natural and legal person donors in kuna to the amount stipulated under Article 11 of the Act (column 9),
10. total amount in the month of received donations from permitted sources in monies and the market value of donated products and/or services from natural and legal person donors in kuna exceeding the amount stipulated under Article 11 of the Act, listed as the sum of the total amounts in column 7 of the Form ED – Mf, total amount in column 7 of the Form ED – Mp, total amount in column 9 of the Form EDN – Mf and total amount in column 9 of the Form EDN – Mp (column 10),
11. under notes, entry of the data from Article 4, paragraph 4 of this Ordinance is mandatory (column 11).

(2) In the Record of received donations from prohibited sources from natural and legal persons (Form EZD – Gfp) from Article 3, paragraph 4 of this Ordinance, in addition to the general data on the name of the political party/ independent representative/ representative of the national minority/ independent member of a representative body of a local or regional self-government unit/ independent slate/ candidate, the town and address of the seat, permanent address or temporary address, OIB and the year for which the Record is compiled, the data on all received donations in that year are entered chronologically, and the total amount for each month of the year for which the record is compiled is entered in the total annual amount as the sum of all monthly amounts, according to the data from Form EZD – Mf and Form EZD – Mp from Article 5, paragraph 1 of this Ordinance and Form EZDN – Mf

and Form EZDN – Mp from Article 5, paragraph 2 of this Ordinance. The data are entered as follows:

1. ordinal number (column 1),
2. month of receipt of the donation (column 2),
3. total amount in that month of received donations from anonymous sources in monies and in market value of donated products and/or services from natural person donors in kuna pursuant to Article 22, paragraph 2 of the Act, listed as the total amount from column 6 of the Form EZD – Mf and the total amount from column 8 of EZDN – Mf (column 3),
4. total amount in the month of received donations in monies and market value of donated products and/or services from natural person donors in kuna from other prohibited sources pursuant to Article 22, paragraphs 1 and 3 of the Act, entered as the sum of the total amount from column 7 of the Form EZD – Mf and the total amount from column 9 of the Form EZDN – Mf (column 4),
5. total amount in the month of received donations from legal person donors in kuna from prohibited sources pursuant to Article 22 of the Act (column 5),
6. total amount in the month of received donations from anonymous sources in monies and the market value of donated products and/or services from legal person donors in kuna pursuant to Article 22 of the Act, entered as the total amount from column 6 of the Form EZD – Mp and the total amount from column 8 from Form EZDN – Mp (column 6),
7. total amount in the month of received donations in monies and in the market value of donated products and/or services from legal person donors in kuna from other prohibited sources pursuant to Article 22, paragraphs 1 to 3 of the Act, entered as the sum of total amounts from column 7 of the Form EZD – Mp and the total amount in column 9 of the Form EZDN – Mp (column 7),
8. total amount in the month of received donations from legal person donors in kuna from prohibited sources pursuant to Article 22 of the Act (column 8),
9. total amount of received donations from natural and legal person donors in kuna from prohibited sources pursuant to Article 22 of the Act (column 9),
10. under notes, entry of the data from Article 5, paragraph 4 of this Ordinance is mandatory (column 10).

4. RECORDS OF RECEIVED MEMBERSHIP FEES

Article 7

(1) Political parties are obliged to keep monthly Records of received membership fees (Form E – M) daily for each month in the calendar year.

(2) Political parties are obliged as at 31 December to compile the annual Record of received membership fees (Form E – G) in the calendar year, pursuant to the monthly data from Form E – M from paragraph 1 of this Article. Political parties are obliged to compile the Record of received membership fees (Form E – G) within thirty (30) days of the expiry of the calendar year for which the Record is compiled.

(3) Membership fees, in the sense of Article 10, paragraph 1 of the Act and this Ordinance, are considered the regular monetary amount paid by the member of the political party, in the manner and under the conditions established by the Statute or other act of the political party.

(4) The Record of received membership fees (Form E – M) from paragraph 1 of this Article is the record of the daily and total receipt of membership fees from paragraph 3 of this Article received by the political party in one month of the calendar year for which the Record is kept.

(5) In the Record of received membership fees (Form E – M), in addition to the general data on the name of the political party, place of seat/address of the political party, OIB of the political party and the month in the year for which the Record is kept, the following data on all received membership fees of the political party are entered chronologically in that month as follows:

1. ordinal number (column 1),
2. name and surname of the member of the political party paying the membership fee (column 2),
3. permanent address or temporary address of the member of the political party paying the membership (town, street and number) (column 3),
4. OIB of the member of the political party paying the membership (column 4),
5. date of payment of the membership fee (column 5),
6. amount in cash money of the paid membership fee in kuna (column 6),
7. amount of the membership fee in kuna paid to the gyro account (column 7),
8. notes (column 8).

(6) In the Record of received membership fees (Form E – M), the data on the received membership fees are added up at the end of the month for the entry of monthly data into Form E – G from paragraph 2 of this Article.

(7) In the Record of received membership fees (Form E – G), in addition to the general data on the name of the political party, place of the seat/address of the political party, OIB of the political party and year for which the Record is compiled, data on all received membership fees of the political part for that year are entered chronologically, in the total amount for each month of the year for which the report is compiled, and in the total annual amount as the sum of the monthly amounts, according to the data from the Forms E – M. The data are entered as follows:

1. ordinal number (column 1),
2. month of receipt of membership fees (column 2),
3. total amount of paid membership fees in that month received in cash money in kuna (column 3),
4. total amount of paid membership fees received in the gyro account in kuna (column 4),
5. notes (column 5).

(8) The Record of received membership forms, Form E – M from paragraph 1 of this Article and Form E – G from paragraph 2 of this Article are certified by the stamp and signature of the responsible person of the political party.

(9) The forms for Records of received membership forms, Form E – M from paragraph 1 of this Article and Form E – G from paragraph 2 of this Article, are found in the Annex and are an integral part of this Ordinance.

5. CONFIRMATION OF RECEIPT OF DONATIONS

Article 8

(1) Political parties, independent representatives, representatives of national minorities, independent members of the representative bodies of local and regional self-government units, independent slates and candidates are obliged, pursuant to Article 10, paragraph 5 of the Act, to issue a Confirmation of receipt of donation.

(2) The political parties, independent representatives, representatives of national minorities, independent members of the representative bodies of local and regional self-government units, independent slates and candidates are obliged to submit the Confirmation of receipt of donation from paragraph 1 of this Article to the donor no later than within fifteen (15) days from the date of receipt of the donation.

(3) The Confirmation of receipt of the donation is issued in two identical copies, of which one is kept by the political party/ independent representative/ representative of the national minority/ independent member of the representative body of local and regional self-government units/ independent slate/ candidate, and the second is delivered to the donor.

(4) The Confirmation of receipt of the donation from paragraph 1 of this Article contains the following data:

1. data on the political party/ independent representative/ representative of national minorities/ independent member of the representative body of local and regional self-government units/ independent slate/ candidate (recipient of the donation): name, place of seat and address/permanent address or temporary address, OIB;
2. number of the Confirmation, which is entered in chronological order;
3. data on the donor:
 - 3.1. for natural person donors: name and surname, permanent or temporary address (town, street, number), OIB of natural person donor/passport number of foreign natural person donor,
 - 3.2. for legal person donors: place of seat and address, OIB of legal person donor, or OIB of foreign legal person donor pursuant to Article 22, paragraph 5 of the Act (column 4),
4. data on the type of donation: in monies, provision of products (list the descriptions of the donated product(s)), provision of services (list the description of provided services),
5. date of payment/receipt of donation and amount of paid donation in kuna, or market value of donated products and/or services in kuna,
6. place and date of issuance of the confirmation,
7. stamp and signature of the responsible person.

(5) The Confirmation of receipt of donation is found in the Appendix and is an integral part of this Ordinance.

6. CONFIRMATION OF RECEIPT OF THE MEMBERSHIP FEE

Article 9

(1) Political parties are obliged, pursuant to Article 10, paragraph 5 of the Act, to issue the Confirmation of receipt of the membership fee.

(2) The political party issues its member (payee of the membership fee) the Confirmation of receipt of the membership fee from paragraph 1 of this Article at the end of the year in which the member was admitted, and no later than within thirty (30) days from the end of the year.

(3) The Confirmation of the receipt of the membership fee from paragraph 1 of this Article is issued:

1. simultaneously with the receipt of the membership fee, if the membership fee is paid directly in cash,
2. at the request of the member of the political party (payee of the membership fee).

(4) The Confirmation of receipt of the membership fee is issued in two identical copies, of which one is kept by the political party, and the second is submitted to the member of the political party (payee of the membership fee).

(5) The Confirmation of receipt of the membership fee from paragraph 1 of this Article contains the following data:

1. data on the political party (membership fee recipient): name, address and place of the seat, OIB of the political party,
2. number of the confirmation, which is entered in chronological order,
3. data on the member of the political party (payee of the membership fee): name and surname, permanent address or temporary address (town, street and number), OIB,
4. data on the year and total amount of the paid membership fee for that year in kuna. Exceptionally, if the confirmation is issued pursuant to paragraph 3 of this Article, the date of payment and amount of paid membership fee directly in case are entered, or the date and amount of the membership fee for the period of the year at the request of the payee of the membership fee,
5. place and date of issuance of the confirmation,
6. stamp and signature of the responsible person.

(6) The political party may adapt the form and content of the Confirmation of receipt of the membership fee to suit its needs, such that it is mandatory to include the data prescribed by paragraph 5 of this Article.

(7) The Confirmation of receipt of the membership fee is found in the Appendix and is an integral part of this Ordinance.

7. REPORT ON RECEIVED DONATIONS FOR FINANCING ELECTION CAMPAIGNS AND REPORT ON COSTS (EXPENDITURES) OF ELECTION CAMPAIGNS

Article 10

Political parties and those leading independent slates and candidates for whom funds for the financing of election campaigns are paid into the separate account are obliged, pursuant to Article 24, paragraph 1 of the Act, to submit reports on received donations for the financing of election campaigns and reports on costs (expenditures) of the election campaigns.

Report on received donations for the financing of election campaigns

Article 11

(1) Political parties and independent slate leaders and candidates for whom funds for the financing of election campaigns are paid into their separate account are obliged to submit the Report on received donations for the financing of election campaigns to the competent electoral commission within 7 days prior to the holding of the election (preliminary report) and within 15 days from the date of the publication of the final official election results (final report), with updated information to the date of submission of the report.

(2) The Report from paragraph 1 of this Article should contain specified data on the donor (particularly the name and address), date of payment of the donation, or of donation of the product or provision of the service without charge, on the paid amount of the donation, or the market value of the donated product and/or service as listed on the invoice not subject to payment, and on the type of each individual donation.

(3) In the case from Article 15, paragraph 1 of the Act, when a political party pays financial resources for the financing of the election campaign into the separate account of the candidate it has proposed, the report of the candidate on the donation from paragraph 1 of this Article should contain data on the donation received by the political party, as specified pursuant to paragraph 2 of this Article.

(4) In the Report from paragraph 1 of this Article – Form IZ – DP, in addition to the general data on the name of the political party/ two or more political parties/ independent slate leader / candidate, the place of the seat and address/permanent address or temporary address, OIB, number of the separate account for the financing of the election campaign and the period for which the Report is submitted, chronological entries are made of the following data:

1. ordinal number (column 1),
2. name and surname of the natural person donor (column 2),
3. permanent address or temporary address of the natural person donor – town, street and number (column 3),
4. OIB of the natural person donor (column 4),
5. date of the payment of the donation/donation of the product and/or provision of the service without charge by a natural person donor (column 5),
6. amount of the paid donation in kuna (column 6),
7. market value of donated products and/or services of natural person donors in kuna (column 7),

8. total amount of the donation of natural person donors in kuna (column 8),
9. amount of the donation received by the political party by a natural person donor and paid into the separate account of the candidate whom it proposed, pursuant to Article 25 of the Act – filled in only by the candidate proposed by a political party (column 9),
10. name of the legal person donor (column 10),
11. address of the seat of the legal person donor – town, street and number (column 11),
12. OIB of the legal person donor (column 12),
13. date of payment of the donation/donation of the product and/or provision of the service without charge by a legal person donor (column 13),
14. amount of the paid donation in kuna (column 14),
15. market value of the donated products and/or services of legal person donors in kuna (column 15),
16. total amount of the donation of legal person donors in kuna (column 16),
17. amount of the donation received by a political party from a legal person donor and paid into the separate account of the candidate it proposed, pursuant to Article 25 of the Act – filled out only by candidates proposed by political parties (column 17),
18. total amount of received donations from natural and legal person donors (column 18).

(5) The Report on donations from this Article is submitted on the Form IZ – DP which is found in the Appendix and is an integral part of this Ordinance.

Report on costs (expenditures) of election campaigns

Article 12

(1) Political parties, independent slate leaders and candidates to whom resources for financing election campaigns is paid into their separate account are obliged to submit a Report on the costs (expenditures) of the election campaign to the competent electoral commission in a period to 7 days prior to the holding of the elections (preliminary report) and within 15 days from the date of release of the final official election results (final report) with information updated to the date of submission of the report.

(2) The Report from paragraph 1 of this Article should contain specified data on the purpose of the costs, name and address of the recipient, date of payment and about the paid amount, or the amount of the market value of the products and/or services listed on the invoice not subject to charge if the donation is in the form of products and services.

(3) In the Report from paragraph 1 of this Article, Form IZ – TP in addition to general data on the name of the political party/two or more political parties/ independent slate leader /candidate, the place of the seat and address/permanent address or temporary address, OIB, number of the separate account for the financing of election campaign and the period for which the Report is submitted, data on the expenditures pursuant to supplier invoices is entered chronologically as follows:

1. ordinal number (column 1),
2. purpose of the expense (column 2),
3. name of the recipient (supplier) (column 3),
4. address of the recipient (column 4),
5. OIB of the recipient (supplier) (column 5),

6. number and date of the invoice/contract (column 6),
7. date of payment/use of product/services (column 7),
8. amount paid in kuna (column 8),
9. amount of market value of donated products and/or service listed on the invoice not subject to payment, if this is a donation in the form of products or services in kuna (column 9),
10. total amount of costs (expenditures) of the election campaign listed as the sum of amounts under ordinal numbers 7 and 8, in kuna (column 10).

(4) The Report on costs (expenditures) of election campaigns from this Article is submitted on the Form IZ – TP which is found in the Appendix and is an integral part of this Ordinance.

Release of reports on received donations for the financing of election campaigns and on costs (expenditures) of election campaigns

Article 13

(1) Political parties, independent slate leaders and candidates are obliged to publicly release the reports from Articles 11 and 12 of this Ordinance on their websites or via the daily press (for local elections in the local daily press), no later than 48 hours from the expiry of the deadlines from Articles 11 and 12 of this Ordinance.

(2) The publication on the website from paragraph 1 of this Article is deemed publication for a period of a minimum of 30 days.

8. FINANCIAL REPORT ON THE FINANCING OF ELECTION CAMPAIGNS

Article 14

(1) Political parties, independent slate leaders and candidates for whom funds for the financing of election campaigns are paid into their separate account are obliged to compile a Financial Report on the financing of election campaigns with data on the achieved revenues for financing of the election campaign, sources of financing and executed expenditures for the financing of the election campaign, and submit such report to the State Electoral Commission within 30 days following the elections.

(2) An integral part of the Financial Report from paragraph 1 of this Article is the Report on received donations and costs of the election campaign.

(3) The section of the Financial Report on financing election campaigns – Form FIN-IZVJ contains data on the OIB, name of political party/two or more political parties/ independent slate leader /candidate, place and address of the seat/permanent address or temporary address, and number of the separate account for financing the election campaign, and the period for which the report is submitted.

(4) Data on expenditures and revenues for the financing of election campaigns are listed in accordance with the book-keeping regulations for non-profit organisations.

(5) The bottom of the Report from paragraph 1 of this Article contains the following: signature of the responsible person of the political party/ independent slate leader /candidate, stamp of the political party, data on the contact person: name and surname, telephone, fax and e-mail address, and the place and date of preparation of the Report.

(6) The political party is obliged to verify the Report from paragraph 1 of this Article with the stamp of the political party, alongside the signature of the responsible person.

(7) The data pertaining to the monetary amounts in the form from paragraph 1 of this Article are entered in kuna, without lipa.

(8) With the financial reports on the financing of election campaigns of political parties, independent slate leaders and candidates are obliged to submit all the requested documentation to the State Electoral Commission upon request.

(9) Political parties, independent slate leaders and candidates are obliged to release financial reports on the financing of election campaigns on their websites or in the daily press (for local elections in the local daily press) within 15 days of the expiry of the period from paragraph 1 of this Article.

(10) The publication on the website from paragraph 10 of this Article is considered publication for a minimum period of 90 days.

(11) The financial report on the financing of election campaigns is submitted on Form FIN-IZVJ which is found in the Appendix and is an integral part of this Ordinance.

9. MANNER OF DATA ENTRY, KEEPING RECORDS AND COMPILING REPORTS

Article 15

(1) In the records and reports kept pursuant to this Ordinance, data are entered via a computer, typewriter or by hand. The entered data may not be erased or corrected; if an error is made, the error should be crossed out with a straight horizontal line, with the stamp and signature of the responsible person.

(2) In keeping the forms pursuant to this Article, it must be ensured that all data are available for the duration of the keeping period, and that may be read at any time during the appropriate time period. The course of procedures, together with all changes, must be proven with the systematic documentation.

(3) Due to the recording and entry into the prescribed records, donations received in foreign currency are calculated in the kuna equivalent according to the median exchange rate of the Croatian National Bank valid on the date of receipt of the donation.

10. TRANSITIONAL AND FINAL PROVISIONS

Article 16

This Ordinance shall enter into force on the eighth day from its publication in the Official Gazette.

Class: 011-01/11-01/188

Reg no: 513-05-02/11-1

Zagreb, 21 April 2011

Minister of
Finance
Martina Dalić,
MSc v. r.

[FORMS](#)

(OG 93/11)

MINISTRY OF FINANCE

1974

Pursuant to Article 10, paragraph 6, Article 24, paragraph 2, Article 34, paragraph 4 of the Act on the Financing of Political Activities and Election Campaigns (Official Gazette 24/11 and 61/11), the Minister of Finance issues the

ORDINANCE

ON AMENDMENTS TO THE ORDINANCE ON THE MANNER OF KEEPING RECORDS AND ISSUING CONFIRMATIONS ON THE RECEIPT OF VOLUNTARY CONTRIBUTIONS (DONATIONS) AND MEMBERSHIP FEES, REPORTS ON RECEIVED DONATIONS FOR THE FINANCING OF ELECTION CAMPAIGNS AND REPORTS ON COSTS (EXPENDITURES) OF ELECTION CAMPAIGNS AND FINANCIAL REPORTS FOR THE FINANCING OF ELECTION CAMPAIGNS

Article 1

In the Ordinance on the manner of keeping records and issuing confirmations on the receipt of voluntary contributions (donations) and membership fees, reports on received donations for the financing of election campaigns and reports on costs (expenditures) of election campaigns and financial reports for the financing of election campaigns (Official Gazette 50/11), in Article 4, paragraph 1, point 8 is amended and reads:

“the total amount of paid donations in kuna from natural/legal person donors (cumulative), represents the sum of all paid donations from the same natural/legal person (column 8),”

In Article 4, paragraph 1, point 9 is amended and reads:

“the amount of the donation in kuna from a natural/legal person donor exceeding the amount from Article 11 of the Act is shown as the difference in the amounts from column 8 and the amount prescribed by Article 11 of the Act (column 9),”

In Article 4, paragraph 2, point 10 is amended and reads:

“the total market value of donated products and/or services in kuna from natural/legal person donors (cumulative), represents the sum of values of all donated products and/or services of the same natural/legal person (column 10),”

In Article 4, paragraph 2, point is amended and reads:

“the market value of donated products and/or services in kuna from natural/legal person donors exceeding the amount from Article 11 of the Act is shown as the difference in the amounts from column 10 and the amount prescribed by Article 11 of the Act (column 11),”

In Article 4, paragraph 4, the words: “column 9” are replaced by the words “column 10”, and the words: “column 11” are replaced by the word “column 12”.

Article 2

In Article 5, paragraph 2, point 10, the word “other” is deleted.

Article 3

In Article 6, paragraph 1, point 3 and point 6, the words: “from column 6” are replaced by the words “from column 7”.

In Article 6, paragraph 1, point 4 and point 7, the words: “from column 8” are replaced by the words “from column 9”.

In Article 6, paragraph 1, point 10, the words: “from column 7” are replaced by the words: “from column 9”, and the words: “column 9” are replaced by the words: “column 11”.

Article 4

In Article 8, paragraph 4, point 3.2, after the words: “donor”, the word: “name,” is added.

Article 5

In Article 12, point 3, item 10, the words: “under ordinal numbers 7 and 8” are replaced by the words: “under the ordinal numbers 8 and 9.”.

Article 6

In the Forms ED-Mf and ED-Mp, in column 9, the phrase: “(8-7)” is deleted.

In the Forms EDN-Mf and EDN-Mp, in column 11, the phrase “(10-9)” is deleted.

In the Form ED-Gfp, in the heading of column 10, after the words “Total amount of donation”, the words “in monies and” are added.

The Form Financial Report on the financing of election campaigns FIN-IZVJ is replaced with a new form which is found in the Appendix and is an integral part of this Ordinance.

Article 7

This Ordinance shall enter into force on the eighth day from the date of publication in the Official Gazette.

Class: 011-01/11-01/188

Reg no: 513-05-02/11-11

In Zagreb, 1 August 2011

Minister of
Finance

Martina Dalić,
MSc, mp

Form FIN-IZVJ**FINANCIAL REPORT ON THE FINANCING OF ELECTION CAMPAIGNS**

for the period from _____ to _____

OIB of the political party/two or more political parties/ independent slate leader /candidate:

Postal code:

Place of seat/permanent address or temporary address:

Address of seat/permanent address or temporary address:

Separate account number:

Amount in kuna, without lipa

No.	DESCRIPTION	AOP	AMOUNT
1	2	3	4
1.	REVENUES (AOP 002 + 003 + 008)	001	
1.1.	Own funds	002	
1.2.	Revenues from donations (AOP 004 + 005 + 006 + 007)	003	
1.2.1.	From legal persons in monies	004	
1.2.2.	From legal persons in the form of products or services	005	
1.2.3.	From natural persons in monies	006	
1.2.4.	From natural persons in the form of products or services	007	
1.3.	Other revenues	008	
2.	EXPENDITURES (AOP 010 + 014 + 019)	009	
2.1.	Material expenditures (AOP 011 + 012 + 013)	010	
2.1.1.	Official travel	011	
2.1.2.	Compensation of costs of volunteers	012	
2.1.3.	Other expenditures	013	
2.2.	Expenditures for services (AOP 015 + 017 + 018)	014	
2.2.1.	Promotion and information services	015	
2.2.1.1.	Of that, advertising costs	016	
2.2.2.	Intellectual and personal services	017	
2.2.3.	Other services	018	

2.3.	Other expenditures	019	
	EXCESS REVENUES (AOP 001 – 009)	020	
	DEFICIENT REVENUES (AOP 009 – 001)	021	

Signature of responsible person of the political party/ independent slate leader/candidate:

Stamp/stamp of political party/political parties:

Contact person:

Contact telephone:

Fax:

E-mail:

Place and date of preparation of the Report:

Confirmation of receipt by competent electoral commission:

(OG 55/13)

MINISTRY OF FINANCE

1124

Pursuant to Article 41, paragraph 1 of the Act on Amendments to the Act on Financing Political Activities and Election Campaigns (Official Gazette 27/13), and with regard to Article 10, paragraph 6, Article 24, paragraph 2 and Article 34, paragraph 4 of the Act on Financing Political Activities and Election Campaigns (Official Gazette 24/11, 61/11 and 48/13 – consolidated text), the Minister of Finance hereby issues the

ORDINANCE

ON AMENDMENTS TO THE ORDINANCE ON THE MANNER OF KEEPING RECORDS AND ISSUING CONFIRMATIONS ON THE RECEIPT OF VOLUNTARY CONTRIBUTIONS (DONATIONS) AND MEMBERSHIP FEES, REPORTS ON RECEIVED DONATIONS FOR THE FINANCING OF ELECTION CAMPAIGNS AND REPORTS ON COSTS (EXPENDITURES) OF ELECTION CAMPAIGNS AND FINANCIAL REPORTS FOR THE FINANCING OF ELECTION CAMPAIGNS

Article 1

In the Ordinance on the manner of keeping records and issuing confirmations on the receipt of voluntary contributions (donations) and membership fees, reports on received donations for the financing of election campaigns and reports on costs (expenditures) of election campaigns and financial reports for the financing of election campaigns (Official Gazette 50/11 and 93/11), in Article 1, new indents 4, 5 and 6 are added and read:

“– form of the report on the price and the amount of discount on the price for media advertising of the election campaign,

– form of the report on received donations for the support of political activity,

– form of the annual financial report of members of representative bodies of local and regional self-government units selected from voter group slates.”

Article 2

(1) In Article 3, paragraph 4, after the words “independent representatives”, the comma is deleted and the word “and” is added, and the words “independent slates and candidates” are deleted.

(2) After paragraph 5, paragraph 6 is deleted and new paragraphs 6 and 7 are added and read:

“(6) Political parties, independent slates and candidates are obliged to compile records on received donations for the financing of election campaigns from paragraph 4 of this Article, within 7 days prior to the election, with updated data to the date of compiling the records, and no later than within thirty (30) days after the election is held.

(7) The records from paragraphs 3, 4 and 6 of this Article are certified with the signature of the responsible person of the political party/independent representative/member of the representative body of the local or regional self-government unit elected from the voter group slate/ independent slate leader /candidate, and the political party certifies the record with its stamp.”

The current paragraph 7 becomes paragraph 8.

Article 3

(1) In Article 6, paragraphs 1 and 2, after the words “year”, the words “or period” are added in the appropriate number and grammatical case, and the word “annual” is deleted.

(2) Throughout the Article, the word “amount” is replaced by the word “value” in the appropriate number and grammatical case.

Article 4

Throughout Article 7, after the words “membership fees”, the words “and membership contributions” are added.

Article 5

Throughout Article 9, after the words “membership fees”, the words “and membership contributions” are added.

Article 6

The title above Article 10 is amended and reads:

“7. REPORT ON DONATIONS AND EXPENDITURES OF ELECTION CAMPAIGNS, ON DONATIONS TO SUPPORT POLITICAL ACTIVITY THROUGH THE YEAR AND ON THE AMOUNT OF PRICES AND AMOUNT OF ACHIEVED DISCOUNTS ON THE PRICES FOR MEDIA ADVERTISING OF THE ELECTION CAMPAIGN”

Article 7

In Article 10, new paragraphs 2 and 3 are added and read:

“(2) Political parties, independent representatives and members of representatives bodies of local and regional self-government units selected from voter group slates are obliged, pursuant to Article 26, paragraph 1 of the Act, to compile a report on the received donations for support of their political activity.

(3) Political parties, independent slate leaders or voter group slate leaders and candidates are obliged, pursuant to Article 12, paragraph 2 of the Act, to publicly release the price and amount of achieved discount on the price for media advertising of the election campaign.”

Article 8

(1) In Article 11, paragraph 1, after the words “prior to the election” the words “(preliminary report) and within a period of 15 days from the date of publication of the final official election results (final report)” are deleted.

(2) Paragraph 4 is amended and reads:

“(4) In the Report from paragraph 1 of this Article – Form IZ – DP, in addition to the general data on the name of the political party/independent slate leader or voter group slate leader/candidates, the place of the seat and address/permanent address or temporary address, OIB, number of the separate account for financing election campaigns and the period for which the Report is submitted, the following data are entered in chronological order:

1. ordinal number (column 1),
2. name and surname of natural person donor or name of legal person donor (column 2),
3. permanent or temporary address of the natural person donor, or address of the seat of the legal person donor – place, street and number (column 3),
4. OIB of the natural or legal person donor (column 4),
5. date of payment of the donation/donation of the product and/or provision of the service without charge (column 5),
6. type of donation (column 6),
7. amount of paid donation in kuna (column 7),
8. market value of donated products and/or services in kuna (column 8),
9. amount of donation received by political party from natural or legal person donor and paid into the separate account of the candidate it proposed pursuant to Article 25 of the Act – to be filled out only by candidates proposed by political parties (column 9),
10. total value of received donations from natural and legal person donors (column 10).”

(3) Paragraph 5 is amended and reads:

“(5) The form for the Report on donations (Form IZ – DP) is replaced with a new form which is found in the Appendix and which is an integral part of this Ordinance.”

Article 9

After Article 11, new subheadings and new Articles 11a and 11b are added and read:

“Report on donations for the support of political activity

(1) Political parties, independent representatives, members of representative bodies of local and regional self-government units selected from voter group slates who receive donations to support their political activity are obliged to compile a Report on received donations for the support of political activity.

(2) The Report from paragraph 1 of this Article (Form IZ-D) should contain specific data on the donor (personal name or name, address and OIB), date of payment of the donation, or date of donation of the product or provision of the service without charge, on the paid amount of the donation or the market value of the donated product or services listed on the invoice not subject to charge, and on the type of each individual donation.

(3) In the Report from paragraph 1 of this Article (Form IZ – D), in addition to general data on the name of the political party/independent representative/member of the representative body of the local or regional self-government unit selected from the voter group slate, the place of seat and address/permanent or temporary address, OIB, account number for regular political activity, and the period for which the Report is compiled, the following data are entered into chronological order:

1. ordinal number (column 1),
2. name and surname of natural person donor or name of legal person donor (column 2),
3. permanent or temporary address of the natural person donor, or address of the seat of the legal person donor – place, street and number (column 3),
4. OIB of the natural or legal person donor (column 4),
5. date of payment of the donation/donation of the product and/or provision of the service without charge (column 5),
6. type of donation (column 6),
7. amount of paid donation in kuna (column 7),
8. market value of donated products and/or services in kuna (column 8),
9. total value of received donations from natural and legal person donors (column 9).”

(4) Political parties, independent representatives and members of representative bodies of local and regional self-government units elected from the voter group slate, are obliged to publicly release the Reports on donations received by political parties, independent representatives and members of representative bodies of local and regional self-government units elected from the voter group slate in the first six months of the current year for support of their political activity on their websites no later than 15 July.

(5) The Report on donations for the support of political activity from this Article received in the current year is submitted alongside the financial reports from Article 30 of the Act.

(6) The Report on received donations for the support of political activity from this Article is submitted on the Form IZ – D, which is found in the Appendix and which forms an integral part of this Ordinance.

Report on the prices and achieved price discounts for media advertising of election campaigns

Article 11b

(1) Political parties and independent slate leaders, or voter group slate leaders and candidates for whom funds for financing election campaigns are paid into their separate account are obliged to submit a report on the prices and achieved price discounts for media advertising of the election campaign to the competent electoral committee no later than 7 days prior to the date of the election.

(2) The Report from paragraph 1 of this Article should contain specified data on the name of the provider of media services, the number and date of the invoice for performed media services, the number of contracted and executed media services, the price without discount, the discount expressed as a percentage and the paid amount with the discount.

(3) In the Report from paragraph 1 of this Article, Form IZ-MO, in addition to the general data on the name of the political party/two or more political parties/independent slate leader or voter group slate leader /candidate, the place of the seat and address/permanent or temporary address, OIB, number of the separate account for financing the election campaign, and the period for which the Report is submitted, the following data are entered chronologically:

1. ordinal number (column 1),
2. name of media service provider (column 2),
3. address of media service provider – town, street and number (column 3),
4. OIB of media service provider (column 4),
5. number and date of invoice for executed media services (column 5),
6. number of contracted and executed media services (column 6),
7. price of media services, without discount (column 7),
8. discount, expressed as a percentage (column 8),
9. amount of achieved discount (column 9),
10. paid amount with discount (column 10),

(4) The Report on the prices and achieved price discounts for media advertising of election campaigns from this Article is submitted on Form IZ-MO, which is found in the Appendix and which forms an integral part of this Ordinance.”

Article 10

In Article 12, paragraph 1, after the words “prior to the holding of the election”, the words “(preliminary report) and in the period of 15 days from the date of the release of the final official election results (final report)” are deleted.

Article 11

The heading above Article 14 is amended and reads:

“8. FINANCIAL REPORTS ON THE FINANCING OF ELECTION CAMPAIGNS AND ANNUAL FINANCIAL REPORTS”

Article 12

In Article 14, paragraph 2, the period is deleted, and the words “and the report on the prices and achieved price discount for media advertising of election campaigns” are added.

In paragraph 3, after the words “financing the election campaign”, a comma is added, and the word “and” deleted, and after the word “submitted”, the period is deleted and the words “the date that form of election is held” are added.

Article 13

After Article 14, a new Article 14a is added and reads:

“(1) Political parties and independent representatives are obliged to compile and submit financial reports in the manner established by the accounting regulations for non-profit organisations.

(2) Members of representative bodies of local and regional self-government units elected from the voter group slate are obliged to compile annual financial reports and submit these reports to the State Electoral Commission and the State Audit Office within 60 days of the expiry of the reporting period.

(3) The annual financial report from paragraph 2 of this Article is submitted on Form G-FIN-IZVJ, which is provided in the Appendix, and which contains information on the OIB, name, place and address (permanent or temporary) of the member of the representative local or regional self-government unit elected from the voter group slate, number of the separate account for financing political activities and the period for which the annual financial report is submitted.

(4) The bottom of the annual financial report from paragraph 2 of this Article contains a list of members of the representative bodies of local and regional self-government units elected from the voter group slate, data on contact persons: name and surname, telephone, fax and e-mail, and place and date of compilation of the annual financial report.

(5) The data referring to monetary amounts in the form from paragraph 3 of this Article are entered in kuna, without lipa.

(6) Data on revenues and expenditures are expressed in line with the accounting regulations for non-profit organisations.

(7) Political parties, independent representatives and members of representative bodies of local and regional self-government units elected from the voter group slate are also obliged to submit as its integral part, alongside the financial report from paragraphs 1 and 2 of this Article:

– annual work programme and financial plan, or work programme for the mandate period,

– report on donations received in the course of the year from Article 11a of this Ordinance.

(8) Political parties, independent representatives and members of representative bodies of local and regional self-government units elected from voter group slates are obliged to publish the financial reports from paragraphs 1 and 2 of this Article on their web sites within 60 days of the expiry of the reporting period.

(9) The publication on the website from paragraph 8 of this Article shall be considered publication for a minimum duration of 90 days.”

(1) The Record forms from Article 4, paragraph 3 and Article 7, paragraphs 2 and 3 of this Ordinance are replaced by new forms which are provided in the Appendix and which form an integral part of this Ordinance.

(2) The Confirmations from Articles 8 and 9 of this Ordinance are replaced by new Confirmations, which are provided in the Appendix and form an integral part of this Ordinance.

(3) The form for the Financial Report on the financing of election campaigns FIN-IZVJ from Article 14, paragraph 2 of this Ordinance is replaced by the new form which is provided in the Appendix and which forms an integral part of this Ordinance.

Article 15

Throughout the entire text of the Ordinance on the manner of keeping records and issuing confirmations of the receipt of voluntary contributions (donations) and membership fees, reports on received donations for financing election campaigns and reports on costs (expenditures) of election campaigns and financial reports for the financing of election campaigns (Official Gazette 24/11 and 61/11), the words “representative of a national minority” in the appropriate number and grammatical case are deleted, and the words “independent members of representative bodies of local and regional self-government units” are replaced with the words “members of representative bodies of local and regional self-government units elected from the voter group slate” in the appropriate number and grammatical case.

Article 16

This Ordinance shall enter into force as of its date of publication in the Official Gazette.

Class: 011-01/13-01/183

Reg no: 513-05-02/13-3

Zagreb, 3 May 2013

Minister of
Finance

Slavko Linić, m.
p.

Forms