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SCHEDULE 10

Appendix of forms

**Form CW: Return of candidate's election expenses**

Mark as per candidate's declaration

**Election to the National Assembly for Wales  
Return of candidate's election expenditure**

For full information on how to complete this return and how to categorise election expenditure you are advised to read the Commission's latest explanatory notes.

Form CW: Return of candidate's election expenses  
Article 52(8)

Election in the [constituency][Assembly electoral region] <sup>(1)</sup> of .....	
Date of election.....	
Date election result declared.....	
Full name of candidate.....	
Date on which person became a candidate <sup>(2)</sup> .....	
Registered party (if applicable).....	
Statutory maximum expenses limit for this candidate £.....	
Based on electorate of <sup>(3)</sup> .....	
Name of election agent.....	Date appointed .....

1. I am the person named [as election agent at this election][as candidate at this election, and was my own election agent]<sup>(1)</sup>.  
 2. I hereby make the following return of [the candidate's][my]<sup>(1)</sup> election expenditure at this election.  
 Signature of agent..... Date.....

This return must be submitted to the returning officer within 35 days after the date the result of the election is declared and must be accompanied by a separate declaration signed by the election agent verifying this return. Within 7 days of the date this return is delivered, the candidate must also submit a signed declaration verifying this return.

This return must not be used by candidates standing for election on a regional list on behalf of a party. All their spending should be accounted for in the party's campaign spending return.

<sup>(1)</sup>Delete as appropriate

<sup>(2)</sup>See article 84 of the National Assembly for Wales (Representation of the People) Order 2007.

<sup>(3)</sup>The relevant register of electors is the register of local government electors for the electoral area as on the last day for publication of notice of the election.

Part 1: Summary of spending			
1a: Types of payment			
Manner of payment	£	p	Note: do not include personal expenses in section 1a or 1b but enter these amounts in section 4. A deposit is not regarded as an election expense and should not be included on this form. Each item of spending should appear in only one category. The "payments made" box should include, items paid by the election agent, payments made by the candidate before the agent was appointed, petty expenditure authorised by the agent, items of article 46 spending (see Part 3) and spending before the person became a candidate on items used during the regulated period.
Unpaid claims			
Disputed claims			
Value of notional expenditure			
Payments made			
<b>Total election spending*</b>			
1b: Categories of spending			
Purpose	£	p	Each item of spending should be applied to only one purpose. While some items can be categorised easily, others may appear to fit more than one purpose. In these cases you must judge under which purpose to include the item. Generally, items should be placed under the purpose they naturally fall into, e.g. the transport costs of the candidate should be included under transport even if the transport is in connection with participation at a public meeting; publicity materials e.g. balloons should be included under advertising even if distributed at events. Purpose A: Advertising of any nature (by whatever medium, e.g. posters or in newspapers) includes agency fees, design costs and any costs in connection with preparing, producing, distributing or otherwise disseminating advertising or anything incorporating advertising. Purpose B: Unsolicited material addressed to electors (whether addressed or for delivery to all electors in the area) includes design costs and all other costs in connection with preparing, producing and distributing such material (including the cost of postage but excluding any entitlement to send an election address post free). Purpose C: Transport includes hire costs but excludes the use of personal cars where no charge has been made by the owner Purpose D: Public meetings includes costs in connection with people's attendance at meetings, the hire of premises for the purposes of meetings or the provision of goods, services or facilities at them. Purpose E: Services of an election agent or anyone else whose services are engaged in connection with the candidate's election. Purpose F: Accommodation and administrative costs.
A. Advertising			
B. Unsolicited material sent to electors			
C. Transport			
D. Public meetings			
E. Agent and other staff costs			
F. Accommodation and administration			
<b>Total election spending*</b>			
*totals in 1a and 1b should be the same			

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**Part 2: Spending breakdown**

Details of all expenditure making up the total election expenditure figure should be provided.

To allow cross-referencing between each item of expenditure reported here and the category sub-totals provided in Part 1b, please ensure that the correct category reference is provided for every reported item.

Item No.	Purpose (A-F) (see Part 1b)	Receipt or invoice submitted <sup>(1)</sup> (Y/N)	Item/Service	Name of supplier (and address if not included on receipt/invoice)	Name of person who made payment	Date expense incurred	Date receipt received	Date expense paid	Value of item <sup>(2)</sup>		Amount paid (only if different from value and indicating where the amount paid was nil)	Unpaid or disputed? <sup>(3)</sup>
									£	p		
Total of Part 2 (should equal totals in Part 1)												
<p>Note: Each item of spending should be listed separately. If there is not enough room on this page, please attach a separate sheet.</p> <p><sup>(1)</sup>A receipt or invoice is required for each item of spending over £20 except notional expenditure.</p> <p><sup>(2)</sup>For notional expenditure, please give the full market value of the item or service. In other cases, give the amount paid.</p> <p><sup>(3)</sup>Indicate whether claim is unpaid or disputed. For unpaid/disputed claims, attach a separate sheet with the following information:                      Unpaid claims: the name of the court to which an application has been/is to be made and the date of the applications;                      Disputed claims: nature of dispute and action to be taken.</p>												

Part 3: Statement of all expenditure reported for which a return is also required under article 46 of the national Assembly for Wales (Representation of the People) Order 2007		
Amount	Name of person who incurred expenditure	
	£	p
Total:		

Any person authorised in writing to incur expenditure, other than petty expenditure, is required under article 46 of the National Assembly for Wales (Representation of the People) Order 2007 to submit a return of that expenditure to the returning officer within 21 days of the day the result of the election has been declared.  
 Please enter details of such spending in the space provided. These items must also be included in Parts 1 and 2.  
 Under article 46 any person may be authorised to incur election expenditure but not to make payments.

Part 4: Statement of all personal expenses incurred						
Item	Name of person who made payment (i.e. candidate or election agent)	Amount		Date expense incurred	Date receipt received	Date paid
		£	p			
Total						

Note: Personal expenses are the reasonable travel and living expenses of the candidate for the purposes of and in relation to the election. Personal expenses **do not** count against the candidate's limit and items in Part 4 should not be included in Parts 1 and 2.

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Part 5: Donations					
5a	Amount (if any) provided by the candidate to meet election expenditure				£
5b	Total value of all donations up to £50 (does not include notional donations)				£
5c	Donations (of over £50) including donations from constituency party and notional donations				
Permissible donations received (please note that for donations from exempt trusts, an attachment sheet containing all relevant information is required)					
Name address and status of donor (company registration number if relevant)		Date		Cash amount/value	
		Received	Accepted	£	p
		Total			
				Total of 5a, 5b and 5c (should be greater than or equal to total spending in Part 1)	
5d	Donations received from impermissible/unidentifiable donors.				
Name and address of donor (if known) or manner in which donation was made		Date received	Cash amount/value		Nature
			£	p	
					Date and manner in which donation dealt with

Part 6: Additional information required by regulations made by the Electoral Commission <sup>(1)</sup>	
<sup>(1)</sup> Please check the Commission's explanatory notes for information about what, if any, additional information is required.	

Marc yn ôl datganiad yr ymgeisydd

**Ethol i Gynulliad Cenedlaethol Cymru  
Ffurflen gwariant etholiad yr ymgeisydd**

Am wybodaeth lawn am sut i lenwi'r ffurflen hon a sut i gatgoreiddio gwariant etholiad, cyngborir chi i ddarllen nodiadau esboniadol diweddaraf y Comisiwn.

Etholiad yn [etholaeth] [rhanbarth etholiadol y Cynulliad yn] <sup>(1)</sup> .....	
Dyddiad yr etholiad.....	
Dyddiad datgan canlyniad yr etholiad.....	
Enw llawn yr ymgeisydd.....	
Dyddiad y daeth y person yn ymgeisydd <sup>(2)</sup> .....	
Plaid gofrestredig (os yn berthnasol).....	
Terfyn uchafswm treuliau statudol yr ymgeisydd hwn £.....	
Ar sail etholaeth o <sup>(3)</sup> .....	
Enw'r asiant etholiad.....	Dyddiad penodi.....
<b>1. Fi yw'r person a enwir [fel asiant etholiad ar gyfer yr etholiad hwn][fel ymgeisydd ar gyfer yr etholiad hwn, a fi oedd fy asiant etholiad fy hun]<sup>(1)</sup>.</b>	
<b>2. Yr wyf drwy hyn yn cyflwyno'r ffurflen hon ar wariant etholiad [yr ymgeisydd][myfi fy hun]<sup>(1)</sup> ar gyfer yr etholiad hwn.</b>	
<b>Llofnod yr asiant.....</b>	<b>Dyddiad.....</b>

Rhaid i'r ffurflen hon gael ei chyflwyno i'r swyddog canlyniadau o fewn 35 diwrnod i ddyddiad datgan canlyniad yr etholiad a rhaid cynnwys datganiad ar wahân wedi'i lofnodi gan yr asiant etholiad yn dilyn y ffurflen hon. O fewn 7 diwrnod i'r dyddiad y cyflwynir y ffurflen hon, rhaid i'r ymgeisydd hefyd gyflwyno datganiad wedi'i lofnodi yn dilyn y ffurflen wariant hon.

Ni ddylai'r ffurflen hon gael ei defnyddio gan ymgeiswyr sy'n sefyll etholiad ar restr ranbarthol ar ran plaid. Dylid cynnwys holl wariant yr ymgeiswyr hynny ar ffurflen gwariant ymgyrch y blaid.

<sup>(1)</sup>Dylech ddileu yr un amberthnasol.

<sup>(2)</sup>Gweler erthygl 84 o Orchymyn Cynulliad Cenedlaethol Cymru (Cynrychiolaeth y Bobl) 2007.

<sup>(3)</sup>Y gofrestr etholwyr berthnasol yw'r gofrestr etholwyr ar gyfer yr ardal etholiadol fel ag yr oedd ar ddiwrnod olaf cyhoeddi'r hysbysiad ar gyfer yr etholiad.

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Rhan 1: Crynodeb o'r gwariant			
Ia: Mathau o daliadau			
Dull y taliad	£	c	Dalier sylw: ni ddylech gymwys treuliau personol yn adran 1a na 1b, dylid rhoi'r symiau hyn yn adran 4. Nid yw blaendal yn cael ei ystyried i fod yn draul etholiad ac ni ddylid ei gymwys ar y ffurflen hon. Dylai pob eitem wariant ymddangos mewn un categori yn unig. Dylai'r blwch 'taliadau a wnaed' gymwys, eitemau wedi eu talu amdanynt gan yr asiant etholiad, taliadau a wnaed gan yr ymgeisydd cyn penodi'r asiant, mân wariant wedi'i awdurdodi gan yr asiant, eitemau gwariant o dan erthygl 46 (gweler Rhan 3) a gwariant cyn i'r person ddod yn ymgeisydd ar eitemau a ddefnyddiwyd dros y cyfnod rheoleddig.
Hawliadau heb eu talu			
Hawliadau y mae anghydfod yn eu cylch			
Gwerth y gwariant tybiannol			
Taliadau a wnaed			
<b>Cyfanswm y gwariant ar yr etholiad *</b>			
Ib: Categorïau'r gwariant			
Pwrpas	£	c	Dylid cymhysu pob eitem wariant i un pwrpas yn unig. Er ei bod yn hawdd categorioiddio rhai eitemau, bydd eraill efallai'n gysylltiedig â mwy nag un pwrpas. Yn yr achosion hyn rhaid ichi farnu o dan ba bwrpas i gymwys yr eitem dan sylw. Fel rheol, dylid gosod eitemau o dan y pwrpas y byddent yn disgyn yn naturiol iddo, e.e. dylid cymwys costau cludiant yr ymgeisydd o dan drafndiaeth, hyd yn oed os yw'r drafndiaeth mewn cysylltiad â chymryd rhan mewn cyfarfod cyhoeddus; dylid cymwys deunyddiau cyhoedduswydd, e.e. balŵns, o dan hysbysebu, hyd yn oed os cawsant eu dosbarthu mewn digwyddiad. Pwrpas A: Mae hysbysebu o unrhyw fath (drwy ba brynnaig gyfrwng, e.e. posteri neu mewn papur newydd) yn cymwys ffoedd asiantaeth, costau dylunio ac unrhyw gostau mewn cysylltiad â pharatoi, cynhyrchu, dosbarthu neu fel arall ledaenu hysbysebu neu unrhyw beth yn ymgorffori hysbysebu. Pwrpas B: Mae deunydd digymell wedi'i gyfeirio at etholwyr (p'un ai wedi ei gyfeirio at neu i'w ddanfod at yr holl etholwyr yn yr ardal) yn cymwys costau dylunio a'r holl gostau eraill mewn cysylltiad â pharatoi, cynhyrchu a dosbarthu deunydd o'r fath (gan gymwys costau postio, ond ac eithrio unrhyw hawl i anfon anerchiad etholiadol drwy radbost). Pwrpas C: Mae cludiant yn cymwys costau llogi ond yn eithrio defnydd a wnaed o geir personol lle nad yw'r perchennog wedi codi am hynny. Pwrpas D: Mae cyfarfodydd cyhoeddus yn cymwys costau mewn cysylltiad â phobl yn mynychu cyfarfodydd, llogi adeiladau i bwrpas cyfarfodydd, neu ddarparu nwyddau, gwasanaethau neu gyfleusterau ynddynt. Pwrpas E: Gwasanaethau asiant etholiad neu unrhyw un arall lle defnyddir eu gwasanaethau mewn cysylltiad ag etholiad yr ymgeisydd. Pwrpas F: Costau llety a gweinyddol.
A. Hysbysebu			
B. Deunydd a anfonwyd at etholwyr			
C. Cludiant			
D. Cyfarfodydd cyhoeddus			
E. Costau asiant a chostau staff eraill			
F. Llety a gweinyddu			
<b>Cyfanswm y gwariant ar yr etholiad*</b>			
*dylai'r cyfansymiau yn 1A ac 1B fod yr un fath			

Rhan 2: Dadansoddiad o'r gwariant

Dylech ddarparu manylion yr holl wariant sy'n cyfrannu at ffigur cyfanswm y gwariant ar yr etholiad.

I ganiatáu croesgyfeirio rhwng pob eitem wariant sy'n cael ei hadrodd yma, a'r is-gyfansymiau categori yn Rhan 1b, i siorhau bod y cyfeirnod categori cywir yn cael ei ddarparu ar gyfer pob eitem sy'n cael ei hadrodd.

Eitem rhif	Pwrpas (A-F) (gweler Rhan 1b)	Derbynneb neu anfoneb wedi'i chyflwyno <sup>(1)</sup> (Do / Naddo)	Eitem / Gwasanaeth	Enw'r cyflenwr (a'r cyfeiriad os nad yw ar y dderbynneb / anfoneb)	Enw'r person a wnaeth y taliad	Dyddiad yr achoswyd y traul	Dyddiad derbyn y dderbynneb	Dyddiad y talwyd y traul	Gwerth yr eitem <sup>(2)</sup>		Swm a dalwyd (dim ond os yw hyn yn wahanol i'r gwerth ac yn nodi lle'r oedd y swm a dalwyd yn nil)	Heb ei dalu neu anghydfod yn ei gylch <sup>(3)?</sup>
									£	c		
Cyfanswm Rhan 2 (dylai fod yr un fath â'r cyfansymiau yn Rhan 1)												
<p>Dalier sylw: Dylid rhestru pob eitem wariant ar wahân. Os nad oes digon o le ar y dudalen hon, dylid defnyddio dalen arall.</p> <p><sup>(1)</sup>Mae angen derbynneb neu anfoneb ar gyfer pob eitem wariant dros £20 ar wahân i wariant tybiannol.</p> <p><sup>(2)</sup>Ar gyfer gwariant tybiannol, rhowch werth marchnad llawn yr eitem neu'r gwasanaeth. Mewn achosion eraill, rhowch y swm a dalwyd</p> <p><sup>(3)</sup>Nodwch a ydyw'r hawliad heb ei dalu neu a oes anghydfod yn ei gylch. Ar gyfer hawliadau heb eu talu / lle mae anghydfod yn eu cylch, dylech ddefnyddio dalen ar wahân i roi'r wybodaeth ganlynol arni:</p> <p>Hawliadau heb eu talu: enw'r llys lle gwnaed / bwriedir gwneud cais iddo, a dyddiad y ceisiadau;</p> <p>Hawliadau lle mae anghydfod yn eu cylch: natur yr anghydfod a'r camau sydd i'w cymryd.</p>												

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Rhan 3: Datganiad ar yr holl wariant sydd wedi'i adrodd – mae hefyd angen ichi ddychwyd ffurflen ar gyfer hyn o dan erthygl 46			
Swm		Enw'r person a achosodd y gwariant	
£	c		
Cyfanswm			

Rhaid i unrhyw berson sydd wedi'i awdurdodi'n ysgrifenedig i achosi gwariant, ar wahân i fin wariant, o dan erthygl 46 o Orchymyn Cynulliad Cenedlaethol Cymru (Cynrychiolaeth y Bobl) 2007, gyflwyno ffurflen yn nodi'r gwariant hwnnw i'r swyddog canlyniadau o fewn 21 diwrnod i ddyddiad datgan canlyniad yr etholiad.  
Os gwelwch yn dda, rhwch fanylion y gwariant hwn yn y gofod a ddarperir. Rhaid hefyd cynnwys yr eitemau hyn yn Rhannau 1 a 2.  
O dan erthygl 46, gellir awdurdodi unrhyw berson i achosi gwariant etholiad, ond nid i wneud taliadau.

Rhan 4: Datganiad ar yr holl dreuliau personol a achoswyd						
Eitem	Enw'r person a wnaeth y taliad (h.y. ymgeisydd neu'r asiant etholiad)	Swm		Dyddiad yr achoswyd y traul	Dyddiad derbyn y dderbynneb	Dyddiad y taliwyd
		£	c			
Cyfanswm						

Dalier sylw: Treuliau personol yw treuliau teithio a byw rhesymol yr ymgeisydd i bwrpas ac yng nghyswllt yr etholiad. Nid yw treuliau personol yn cyfrif yn erbyn terfyn treuliau'r ymgeisydd ac ni ddylid cynnwys eitemau yn rhan 4 yn Rhannau 1 a 2.

Rhan 5: Rhoddion						
5a	Swm (os oes un) a ddarparwyd gan yr ymgeisydd i gwrdd â'r gwariant ar yr etholiad					£
5b	Cyfanswm gwerth yr holl rhoddion hyd at £50 (nid yw hyn yn cynnwys rhoddion tybiannol)					£
5c	Rhoddion (dros £50) gan gynnwys rhoddion gan bleidiau etholiadol a rhoddion tybiannol					
Rhoddion a ganiateir a dderbyniwyd (cofiwch ar gyfer rhoddion gan ymddiriedolaethau wedi'u heithrio, fod angen dalen ar wahân yn cynnwys yr holl wybodaeth berthnasol)						
Enw, cyfeiriad a statws y rhoddwr (Rhif cofrestru'r cwmni, os yn berthnasol)		Dyddiad		Swm yr arian / gwerth		Natur (os tybiannol)
		Derbyniwyd	Wedi'i dderbyn	£	c	
		Cyfanswm				
Cyfanswm 5a, 5b a 5c (dylai fod yn fwy na, neu yr un fath â chyfanswm y gwariant yn Rhan 1)						
5d	Rhoddion a dderbyniwyd gan roddwyr nas caniateir / anhysbys.					
Enw a chyfeiriad y rhoddwr (os yw'n wybyddus) neu sut y gwnaed y rhodd		Dyddiad y derbyniwyd	Swm yr arian / gwerth		Natur	Dyddiad a sut yr ymdriniwyd â'r rhodd
			£	c		

Rhan 6: Gwybodaeth ychwanegol sydd ei hangen o dan reoliadau gan y Comisiwn Etholiadol <sup>(1)</sup>	
<sup>(1)</sup> Darllenwch nodiadau esboniadol y Comisiwn i weld pa wybodaeth ychwanegol sydd ei hangen os o gwbl.	