

ALL ELECTION PARTICIPANTS

Approved statements for political donation receipts

Unless otherwise stated, all references to legislation are to the *Electoral Act 1992* (EA). The information in this fact sheet does not replace legislation. If you are concerned about your circumstances, you should seek independent legal advice.

Registered political parties, candidates and associated entities are required to provide donors who have made a political donation with a receipt. This receipt must include an ECQ-approved statement. The statement varies depending upon the recipient of the donation.

This fact sheet contains the approved statement for each election participant.

For more information about political donations, please see:

- [Fact sheet 5 – Definition of gifts and loans](#)
- [Fact sheet 5A – Definition of political donations and donor statements](#)
- [Fact sheet 6 – Political donation caps.](#)

Approved statement for registered political parties

The below statement is approved for use by registered political parties.

‘This gift has been accepted as a political donation. It is an offence to make political donations totalling more than the capped amount to, or for the benefit of, the same registered political party during a financial year. The cap amount is published on the ECQ’s website at www.ecq.qld.gov.au.

If you have already donated more than the capped amount in political donations to this registered political party during the financial year, you must not make further political donations to this political party.

If you believe you have exceeded the political donation cap, you may request a refund of the excess political donation within 6 weeks of the gift being made. Alternatively, we may refund you the excess amount within that timeframe to avoid breaching the donation cap laws.’

Version: March 2026

More information

If you need more information relating to Funding, Disclosure and Compliance, please contact ECQ on 1300 881 665 or by emailing fad@ecq.qld.gov.au.



**Electoral
Commission**
QUEENSLAND

Approved statement for endorsed candidates and electoral committees

The below statement is approved for use by:

- candidates who are endorsed by a registered political party
- electoral committees that are established by a registered political party to help elect a candidate in an electoral district.

‘This gift has been accepted as a political donation. It is an offence to make political donations totalling more than the capped amount to, or for the benefit of, candidates endorsed by the same registered political party, during a financial year. The cap amount is published on the ECQ’s website at www.ecq.qld.gov.au.

If you have already made more than the capped amount in political donations to endorsed candidates of the same registered political party during the financial year, you must not make further political donations to candidates endorsed by the party.

If you believe you have exceeded the political donation cap, you may request a refund of the excess political donation within 6 weeks of the gift being made. Alternatively, a candidate (or candidates) may refund you the excess amount within that timeframe to avoid breaching the donation cap laws.’

Approved statement for independent candidates

The below statement is approved for use by candidates who are not endorsed by a registered political party.

‘This gift has been accepted as a political donation. It is an offence to make political donations totalling more than the capped amount to, or for the benefit of, an independent candidate for an election during a financial year. The cap amount is published on the ECQ’s website at www.ecq.qld.gov.au.

If you have already made more than the capped amount in political donations to me during the financial year, you must not make further political donations to me.

If you believe you have exceeded the political donation cap, you may request a refund of the excess political donation within 6 weeks of the gift being made. Alternatively, I may refund you the excess amount within that timeframe to avoid breaching the donation cap laws.’

More information on state government elections

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Approved statement for associated entities of a registered political party

The below statement is approved for use by associated entities of a registered political party.

'This gift has been accepted as a political donation. As an associated entity, we are treated as being part of <<NAME OF ASSOCIATED REGISTERED POLITICAL PARTY>>. Because of this, it is an offence to make political donations totalling more than the capped amount to, or for the benefit of, us or our associated registered political party during a financial year. The capped amount is published on the ECQ's website at www.ecq.qld.gov.au.

If you have already made more than the capped amount in political donations during the financial year, you must not make further political donations.

If you believe you have exceeded the political donation cap, you may request a refund of the excess political donation within 6 weeks of the gift being made. Alternatively, we may refund you the excess amount within that timeframe to avoid breaching the donation cap laws.'

Approved statement for associated entities of a candidate

The below statement is approved for use by associated entities of a candidate.

'This gift has been accepted as a political donation. As an associated entity of <<NAME OF CANDIDATE>>, we are treated as one entity. Because of this, it is an offence to make political donations totalling more than the capped amount to, or for the benefit of, us, <<NAME OF CANDIDATE>>, or any other candidate endorsed by <<NAME OF REGISTERED POLITICAL PARTY>> during a financial year. The capped amount is published on the ECQ's website at www.ecq.qld.gov.au.

If you have already made more than the capped amount in political donations during the financial year, you must not make further political donations.

If you believe you have exceeded the political donation cap, you may request a refund of the excess political donation within 6 weeks of the gift being made. Alternatively, the associated entity (or entities) or candidate (or candidates) may refund you the excess amount within that timeframe, to avoid breaching the

Record keeping

All election participants must keep records for 5 years. This is required to demonstrate compliance in relation to all political donation, electoral expenditure, disclosure, and reporting requirements. Refer to [Fact sheet 4 – Record keeping requirements](#) for information about record keeping requirements.

More information on state government elections

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Compliance

The ECQ is responsible for administering and enforcing the EA, which includes penalties for election participants who breach their notification obligations. The compliance framework is available on the ECQ's website.

For further information

This fact sheet mainly refers to part 11, division 6 of the EA. The Act is available in full at legislation.qld.gov.au. Participants in the electoral process should ensure they understand their obligations under the EA.



RELATED FACT SHEETS

Fact sheet 4 – Record keeping requirements

Fact sheet 5 – Definition of gifts and loans

Fact sheet 5A – Definition of political donations and donor statements

Fact sheet 6 – Political donation caps

Fact sheets can be found on the [ECQ website](#).

More information on state government elections

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