

Form 3 – Application for Enrolment on the Voters Roll

To record **Group Owners** or **Group Occupiers** (tenants)
Local Government (Elections) Act 1999

Please **PRINT** details on this form

To the Chief Executive Officer of

Name of Council

Group Details

Name of Group

Phone

**Names of
Group Members**
(Individuals and/or
Bodies Corporate)

Attach separate
sheet if required

**The Group claims enrolment on the voters roll in respect
of the rateable property at the following address:**

As an: Owner

Occupier (tenant)

Street

Suburb

Postcode

Details of Designated Person for Voting Entitlements

Surname

Given Names

Phone

Date of Birth

Email

**Residential
Address**

Street

Suburb

Postcode

**Postal
Address**

Street

Suburb

Postcode

Declaration

I declare that:

1. I am authorised as the designated person for voting entitlements in respect of this rateable property by members of the group; *and*
2. All the information I have given on this form is true and complete.

Signature of
Designated Person

Date

Witness Details - *Must be of the age of 18 years or above*

Surname

Given Names

Street

Suburb

Postcode

Signature of Witness

Date

OFFICE USE ONLY

Area/Ward

Processed By

Date

Assessment Number

Accept

Decline

This form should be completed where a property is owned by more than one owner (i.e. a group owner) or occupied by more than one occupier/tenant (i.e. a group occupier).

1. Group Owner

When a rateable property is owned by more than one owner the right to vote belongs to the group of owners (group owner) not to each member of the group.

The individual members who make up the group owner can be:

- businesses or organisations (bodies corporate); **or**
- individual people (natural persons); **or**
- a combination of businesses, organisations and people (bodies corporate and natural persons).

or

2. Group Occupier

When a rateable property is occupied by more than one occupier/tenant the right to vote belongs to the group of occupiers/tenants (group occupier) and not to each member of the group.

The individual members who make up the group occupier can be:

- businesses or organisations (bodies corporate); **or**
- individual people (natural persons); **or**
- a combination of businesses, organisations and people (bodies corporate and natural persons).

Designated Person

This application must include a designated person to be enrolled on the voters roll for an area or ward.

- A natural person who is 18 years or above and who is a member of the group authorised to act on behalf of the group for the purposes of voting.
 - An officer of a body corporate is a director, manager, secretary, public officer or other person involved in the management of the body corporate.

Enrolment can only be granted in respect to the rateable property address nominated on the front of this form. Where applicants are seeking enrolment for additional properties (located in different wards in the Council area) a separate application form must be completed in respect to each property.

An elector can only vote once for an Area election (i.e. for a Mayor or Area Councillors) and once in any Ward election (i.e. for Ward Councillors). A designated person may only vote in one capacity at an election.

Applications must be received by the Council before the close of voters roll for any election

It is an offence under section 14(9) of the Local Government (Elections) Act 1999 to make a statement in an application under the Act that is, to the applicant's knowledge, false or misleading (by reason of inclusion or omission of any particular) in a material respect.

Maximum penalty: \$10,000