

Owner ratepayer – Variation of enrolled owners

Date and time received (*Office use only*)

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See last page for instructions

1 Name of Council

Council name

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2 Property details

Address of
rateable property

	Postcode	State	VIC
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3 Property owners

List the names of all owners of the property. If insufficient space, attach list

Names of owners
of the property

1	3
2	4

4 Authorising owner

One owner, who is not one of the one/two to be enrolled, must authorise this application

Name

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Signature

--

Date

--

5a Declaration by person(s) to be enrolled (*maximum of two*)

Details of person 1

Australian citizen ☐ Yes ☐ No

Given name/s

--

Family name

--

Date of birth
(dd/mm/yyyy)

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Address of principal
place of residence

	Postcode	State
--	----------	-------

Postal address
If different

	Postcode	State
--	----------	-------

Phone number

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Email address

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I apply to be enrolled to vote in respect to the above-named property and declare that I am an owner of the property and that I am not otherwise entitled to be enrolled as a resident of the municipality.

Signature

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Date

--

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5b Declaration by person(s) to be enrolled (*maximum of two*)

Details of person 2

Australian citizen	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Given name/s	<input type="text"/>	
Family name	<input type="text"/>	
Date of birth (dd/mm/yyyy)	<input type="text"/>	
Address of principal place of residence	<input type="text"/>	
	Postcode	State
Postal address <i>If different</i>	<input type="text"/>	
	Postcode	State
Phone number	<input type="text"/>	Email address <input type="text"/>

I apply to be enrolled to vote in respect to the above-named property and declare that I am an owner of the property and that I am not otherwise entitled to be enrolled as a resident of the municipality.

Signature	<input type="text"/>	Date	<input type="text"/>
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6 Person(s) to be removed from voters' roll

Name(s)	<input type="text"/>
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For this application to be effective, it must be received by the council no later than the close of the roll. The date and time of the close of the roll for each election is published on the VEC website www.vec.vic.gov.au.

Council address for lodgement	<input type="text"/>
Email address	<input type="text"/>

About variation of automatic enrolment

For the 2024 general elections, Casey City Council and Whittlesea City Council will automatically enrol voters:

- who were automatically enrolled for the 2016 local council general election as an owner ratepayer not living in the municipality
- whose circumstances have not changed.

Where a rateable property has more than two owners, only two people will be enrolled by council, which is based on the 2016 voters' roll.

Use this form where a rateable property is owned by more than two people and the owners wish to change which two owners are enrolled to vote in council elections, in place of the automatically enrolled owners in section 6 above. No more than two owners and two occupiers may be enrolled for a single rateable property. A person may only be enrolled once in a municipality, irrespective of how many properties they own or occupy.

To be eligible to be on the voters' roll as an owner ratepayer, a person must:

- be at least 18 years of age on or before election day
- be an owner of a rateable property in the council's municipal area
- not be enrolled as a resident of the municipality on the State electoral roll.

Instructions

Please complete all sections and sign the declaration to ensure your application can be considered. Submit the completed application to council via email, post, or in person.

Property owners: All owners should be named, and one owner must sign the authorisation. The authorising owner must not be one of the two people requesting to be enrolled for the property.

Person(s) to be enrolled: The full details of each person applying to be enrolled must be provided, including their date of birth, and each person must sign the declaration.

Persons to be removed: The name of each person who would have been automatically enrolled, and is requested to be removed from the voters' roll, must be stated in section 6 for this form to have effect.

Corporation appointment: If a corporation is one of the joint owners and a representative of the corporation is to be enrolled, write the name of the corporation instead of a person's name in the declaration section and attach a completed Corporation appointment form.

Signature requirements

For your form to be accepted, you must either:

- draw your signature electronically in the box using a pen, mouse or a touch screen
- paste an image of your signature into the box
- or
- print the form and sign it by hand.

Under legislation, the council cannot accept a form signed with a typed name or tick box.

Privacy Statement

Information you provide on this form is collected and stored on council systems. A copy will be provided to the Victorian Electoral Commission (VEC) for the purposes of compiling municipal voters' rolls used to conduct council elections. If provided, email and mobile contact information may be used to contact you regarding processing this application and to notify you of electoral events in your area. The VEC may also use your personal information for audit, reporting, or research purposes.

Voters' rolls are only available for the purpose connected with a council election or to enable council to communicate with voters about council functions or for a public interest purpose approved by the VEC following consultation with the Information Commissioner. Voters' rolls distributed by the VEC will not include dates of birth, email, or phone details. Failure to provide requested information may mean that a person cannot be enrolled to vote at council elections. A person may access their personal information, held in the council's enrolment records, by making a request in writing to the Chief Executive Officer of the council. To find out how the VEC handles privacy or how to access information held by the VEC, visit the privacy page on the VEC website.