

# CORPORATION OWNER OR OCCUPIER

## APPOINTMENT OF VOTING REPRESENTATIVE

GREATER GEELONG CITY COUNCIL



*See reverse side for instructions*

### PROPERTY DETAILS

Address of rateable property: .....  
..... Postcode: .....

### CORPORATION DETAILS

Name of corporation: .....  
ACN ..... Contact phone number:.....  
Registered Address: .....  
..... Postcode .....

### CORPORATION DECLARATION

*Details of person signing on behalf of the corporation*

Family name: ..... Given Names:.....

Position held in corporation: .....

Email address:..... Contact phone number:.....

I declare that:

- I am authorised to make this application on behalf of the corporation, and
- The corporation is an owner or occupier of the rateable property described on this form, and
- The person named below is a company secretary or director of the corporation and is to be appointed to be the voting representative of the corporation.

Signed: ..... Date:.....

### DETAILS OF PERSON TO BE APPOINTED

Family name: ..... Given names:.....

Date of Birth: ..... Office held in corporation: .....

Address of principal place of residence: .....  
..... Postcode .....

Postal address (if different): .....  
..... Postcode .....

Email address:..... Contact phone number:.....

### DECLARATION BY PERSON BEING APPOINTED

I declare that I consent to my appointment as the corporation representative, and I am not otherwise entitled to be enrolled to vote in this municipality.

Signed ..... Date.....

Date and time received (Office use only):.....

## INSTRUCTIONS

Please ensure all sections of the form are completed and signed, where required, to ensure the application can be considered.

### *Additional Notes:*

Use this form to appoint a voting representative for council elections if the corporation owns or occupies rateable property in the council area and is liable to pay the council rates (either directly to council or as a lease condition).

The person appointed by the corporation:

- must be a company secretary or director of the corporation (however styled).
- must be at least 18 years of age by the election day,
- must not be otherwise entitled to be enrolled to vote in the municipality.

No more than two owners and two occupiers may be enrolled for a single rateable property. Contact the council for further assistance if the corporation is a joint owner or occupier of the rateable property, and other owners or occupiers are already enrolled for the property.

An appointment of a voting representative is revoked if the person appointed ceases to be a director or company secretary, dies, provides council with a notice of resignation, or otherwise becomes enrolled on the voters' roll for the municipality.

If the corporation wishes to revoke the appointment or if the corporation representative wishes to resign the appointment, please contact the council for the relevant forms.

It is important to note that enrolment is only for one term of the council. If the corporation continues to own or occupy the property, an application must be made before the close of the roll for each general election.

**It is compulsory for the appointed voting representative to vote under section 266 of the *Local Government Act 2020*.** Failure to do so may result in an infringement fine equal to 0.5 penalty point.

**For this application to be effective it must be received by the City on the date below.**

### POSTAL ADDRESS

**PROPERTY AND VALUATIONS  
CITY OF GREATER GEELONG  
REPLY PAID 104  
GEELONG VIC 3220**

### DUE DATE

**Application must be received by  
4.00.PM WEDNESDAY 7 AUGUST  
2024**

**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.