Instructions

Electoral enrolment

for federal, state and local government elections in South Australia

Use this form to • enrol to vote or • change your address or • change your name on the electoral roll

IMPORTANT — Please read the information on this page before you start to fill in the form

Enrolment and voting

Why should you enrol and vote?

All eligible people are required to enrol and vote in federal elections. You may be fined if you don't. Enrolment is not compulsory for South Australian state elections.
Once enrolled you must maintain your enrolment and vote.

When should you enrol?

If you are not on the roll when a federal election is called, you may not have time to enrol to vote. ENROL NOW.

Are you eligible?

You are eligible to enrol and vote if you:

- are an Australian citizen, or a British subject who was enrolled on 25 January 1984 (for South Australian electors only – if you were a British subject enrolled between 26 October 1983 and 25 January 1984 inclusive); and
- are 18 years or older; and
- have lived at your address for at least one month.

You may enrol when you are 17, but you cannot vote until you are 18.

Special enrolment

Contact the Australian Electoral Commission for more information and special application forms if you:

- have no fixed address
- are temporarily overseas
- are in prison
- are physically incapable of signing your name
- are working in Antarctica
- cannot attend a polling place on polling day
- believe that having your address shown on a publicly available roll may endanger your safety or that of your family.

What happens when you return your form?

Your application is checked and your name and address is placed on the electoral roll for federal, state and local government elections if you are eligible.

If you have not received written confirmation of your enrolment within 3 weeks of applying, please call the Australian Electoral Commission on **13 23 26**.

Authorisation to collect the information on this form is contained in the *Commonwealth Electoral Act 1918* and the South Australian *Electoral Act 1985*.

Who has access to your enrolment information

The general public

The electoral roll can be inspected at any Australian Electoral Commission office or office of the South Australian State Electoral Office.
Only names and addresses are provided on the publicly available roll.

The Commonwealth of Australia

Under the *Commonwealth Electoral Act 1918*, enrolment information is given to –

- Members of Parliament and federally registered political parties – includes title, name and address, postal address, date of birth and gender.
- Candidates for House of Representatives elections.
- The electoral authorities of those states and territories that have entered into a joint roll arrangement with the Commonwealth – includes title, name and address, postal address, date of birth and gender of electors in other states and territories.
- Approved medical research and public health screening programs – includes name and address, gender and age range – minimum span 2 years.
- Australian government agencies such as Centrelink, the Australian Taxation Office and the Department of Foreign Affairs and Trade – may include name and address, date of birth and gender to assist in investigation and prevention of breaches of the law, or protection of public revenue. A full list of agencies entitled to this information is available from **www.aec.gov.au** and the Australian Electoral Commission.

The State of South Australia

Similar information is provided by the State Electoral Office as authorised under the State *Electoral Act 1985*.

If you need more information

Australian Electoral Commission
www.aec.gov.au
or call **13 23 26**

South Australian State Electoral Office
www.seo.sa.gov.au
or call **1300 655 232**

Returning your form

Post your completed form to:

Australian Electoral Commission
Reply paid 9867
ADELAIDE SA 5001

(No stamp is needed if posted in Australia.)

Proof of identity

You must prove your identity for Commonwealth electoral enrolment

How do you prove your identity?

A If you have an **Australian driver's licence** provide the details at Question 8 on PAGE A.

You will only need to complete and return PAGE A

B If you don't have an Australian driver's licence you need **an authorised person** (see PAGE B) **to sight an original of ONE of the documents listed on PAGE B**.

You will need to complete and return PAGE A and PAGE B

OR

C If you don't have an Australian driver's licence AND you don't have any of the documents listed on PAGE B, you need **TWO people who are enrolled and have known you for at least one month to confirm your identity** (see PAGE C).

You will need to complete and return PAGE A and PAGE C

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Office use only | Date received | CATS | Notation | ACK | RVI | NIN

I

If completing by hand use: ✗ in the boxes where appropriate, black or blue ink and BLOCK LETTERS

PAGE A

1 Your current name

Mr ☐ Mrs ☐ Ms ☐ Miss ☐ Dr ☐ Other

Family name

Given name(s)

2 Your current residential address

Clearly identify your residential address.

A locality name or mail service number is not enough.

You can give more details or draw a simple map on the back of this form if necessary

State SA Postcode

3 Postal address

As above ☐

State Postcode

4 Contact details

Daytime (or mobile) phone number

Email

5 Date of birth

Write dates as dd/mm/yyyy

e.g. 25/03/1975

Gender

Mark this box if you agree to your gender, place of birth and age range being given to Members of State Parliament ☐

6 Are you enrolling to vote for the first time in Australia?

Yes ☐ Go to Question 7

No ☐ **Are you advising a change to your address?**

Yes ☐ What was your previous or old enrolled address?

State Postcode

Are you advising a change to your name?

Yes ☐ Previous family name

Previous given name(s)

7 Are you an Australian citizen by birth?

You must be an Australian citizen, or a British subject who was on the Australian electoral roll on 25 January 1984, to be eligible to enrol.

For South Australian electors only – if you were a British subject enrolled between 26 October 1983 and 25 January 1984 inclusive.

If you are an Australian citizen by birth who was NOT born in Australia please provide information on the back of this form.

Yes ☐ Town of birth ▶ Go to Question 8

No ☐ Country of birth

Have you been granted Australian citizenship?

Yes ☐ Citizenship certificate number ▶ Go to Question 8

If you need to add more details about your citizenship, for example, if you arrived in Australia under a different name please include these details on the back of this form

No ☐ **Are you an eligible British subject who was enrolled on 25 January 1984?**

Yes ☐ No ☐ You may not be eligible to enrol to vote. Call the Australian Electoral Commission on 13 23 26

8 Do you have an Australian driver's licence as proof of your identity for Commonwealth electoral enrolment?

Driver's licence number

State or territory of issue ▶ GO TO QUESTION 9

I don't have an Australian driver's licence ☐ ▶ Go to Question 10 on PAGE B

(REMEMBER: you must sign Question 9 before you return your form)

9 YOUR DECLARATION

NOTE: If you make a mark because you are unable to sign your name, you must make your mark in front of a witness.

The witness must sign and write their full name beside the box where you make your mark.

- I have read the section about enrolment and voting on the information page
- I am eligible to enrol at the above residential address and claim enrolment for federal/state and local government elections in South Australia
- All the information I have given on this form, including any information given at Question 10, is true and complete, and
- I understand that giving false or misleading information is a serious offence

Your Signature or Mark

Date / /

A CHECKLIST

I have provided my driver's licence details at Question 8 ☐ ▶ **Print your form and then sign at Question 9**

Return PAGE A only to:

Australian Electoral Commission
Reply paid 9867
ADELAIDE SA 5001
(No stamp is needed if posted in Australia.)

Clear

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Proof of identity *(NOTE: this is not required for state or local government enrolment purposes)*

10 How are you proving your identity for electoral enrolment?

A **I have an Australian driver's licence and have given my licence details at Question 8** ▶ *You don't need to provide any other proof of identity. Print, sign and return PAGE A to the Australian Electoral Commission.*

OR

B **I don't have an Australian driver's licence.**
I have an original of ONE of the documents from the list below which I can use as proof of my identity.

Yes ☐ ▶ Mark one document only

- ☐ Birth certificate, or an extract *(must be Australian and issued at least 5 years ago)*
- ☐ Certificate of Australian citizenship
- ☐ Concession card from Centrelink *(must be current)*
- ☐ Concession card from the Department of Veterans' Affairs *(must be current)*
- ☐ Credit or bank account card *(must be current)*
- ☐ Defence force, Australian discharge certificate
- ☐ Divorce documents from the Family Court of Australia
- ☐ Employee identification card *(must be current with a photograph and signature)*
- ☐ Firearms licence *(must be current with a photograph and signature)*
- ☐ Justice of the Peace appointment document *(must be Australian)*
- ☐ Marriage certificate *(must be registered in Australia)*
- ☐ Medicare card
- ☐ Passport *(must be Australian and current)*
- ☐ Proof of age card issued by, or under the authority of, a state or territory government
- ☐ Security guard/crowd control licence *(must be current)*
- ☐ Student identification card *(must be current with a photograph)*

No ☐ ▶ Go to PAGE C

The authorised person has to complete the form by hand

Show your document to one of these people who are authorised to be shown an identity document.

Authorisation number

1. Aboriginal and/or Torres Strait Islander incorporated organisation committee member or chairperson
2. Accountant (must be a registered tax agent)
3. Airline passenger carrier ground staff
4. Australian Electoral Commission or other state or territory electoral authority staff
5. Bank, credit union or building society officer (except the manager of a bank travel centre)
6. Clerk, sheriff or bailiff of a court
7. Commissioner for Affidavits, Declarations or Oaths
8. Commonwealth, state or territory government full-time permanent or part-time employee (includes authorities)
9. Commonwealth, state or territory Member of Parliament or local government councillor or member of their staff
10. Defence force member
11. Dentist
12. Diplomatic or consular officer (except an honorary consular officer)
13. Engineer, chartered professional or member of the Association of Consulting Engineers
14. Finance Company officer
15. Justice of the Peace
16. Liquor licence holder (must be current)
17. Manager of a community, ethnic or remote resource centre
18. Manager of a women's refuge or crisis and counselling centre

Authorisation number

19. Marriage celebrant (within the meaning of the *Marriage Act 1961*)
20. Marriage counsellor (within the meaning of *Family Law Act 1975*)
21. Master of a merchant vessel
22. Medical Practitioner
23. Member of the Association of Taxation and Management Accountants
24. Member of the Institute of Company Secretaries of Australia
25. Minister of Religion (within the meaning of the *Marriage Act 1961*)
26. Nurse, registered or enrolled
27. Person employed as a remote resource centre visitor
28. Pharmacist
29. Physiotherapist
30. Pilot (must hold a current licence)
31. Police officer or police aide
32. Postal manager or other permanent Australia Post employee
33. Prison officer
34. Real estate agent (must be licensed or registered)
35. Statutory office holder receiving an annual salary
36. Surveyor (must be registered or licensed)
37. Teacher (primary, secondary or tertiary) (must be full-time permanent or part-time and currently employed)
38. Veterinary Surgeon
39. A person not listed above before whom statutory declarations may be made under a law of the Commonwealth, state or territory

The authorised person needs to complete and sign the declaration below.

DECLARATION — *by authorised person*

- I am enrolled on the Commonwealth electoral roll
- I am a person authorised to be shown an identity document
- I have sighted an original identity document for:

Applicant's given name(s)

Applicant's family name

Name of authorised person

Signature of authorised person ✍

Authorisation number from the list above which most applies to you — *Number*

Address of authorised person

B **CHECKLIST — I don't have an Australian driver's licence, but I have a proof of identity document**

- *I have signed the form at* **PAGE A**
- *An authorised person has sighted an original identity document and signed and provided their details on* **PAGE B** *(above)*

▶ **If Yes to both please return PAGE A and PAGE B only to:**
Australian Electoral Commission
Reply paid 9867
ADELAIDE SA 5001
(No stamp is needed if posted in Australia.)

Clear

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NOTE: DON'T complete this page if you have provided your driver's licence details at Question 8 or you are using PAGE B to prove your identity.

C ☐ **I don't have an Australian driver's licence and I don't have a document from the list on PAGE B. TWO people who have known me for at least one month will confirm my identity below.**
(**NOTE:** These people do not have to be authorised persons)

DECLARATION — ***by the TWO people who are confirming your identity. These people can be family or neighbours.***

The two people who are confirming your identity have to complete the form by hand

PERSON 1

- I am enrolled on the Commonwealth electoral roll
- I can confirm the applicant's identity

Applicant's given name(s)

Applicant's family name

- I have known the applicant for at least one month

Name of person 1

Signature of person 1

Address of person 1

PERSON 2

- I am enrolled on the Commonwealth electoral roll
- I can confirm the applicant's identity

Applicant's given name(s)

Applicant's family name

- I have known the applicant for at least one month

Name of person 2

Signature of person 2

Address of person 2

C **CHECKLIST — I don't have an Australian driver's licence and I don't have a proof of identity document**

- *I have signed the form at* **PAGE A**
- *TWO people have confirmed my identity AND have signed and provided details on* **PAGE C** *(above)*

If Yes to both please return PAGE A and PAGE C only to:
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Clear

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