

Nomination of a candidate for the Legislative Assembly

By 6 electors

District

Candidate name (*Print*)

Part 1

- 1 To the Election Manager for the Electoral District shown above:

We are electors on the electoral roll for the above electorate and are entitled to vote at the election for a member of the Legislative Assembly for that electorate. We nominate the person named in Part 2 of this form as a candidate for election to the Legislative Assembly for the above electorate.

2 Nominators

Please print details clearly.

It is suggested that candidates add additional nominators in case any are ineligible.

	Family name	First name/s	Enrolled address	Date of birth	Signature	Date signed
1				/ /		/ /
2				/ /		/ /
3				/ /		/ /
4				/ /		/ /
5				/ /		/ /
6				/ /		/ /
7				/ /		/ /
8				/ /		/ /
9				/ /		/ /
10				/ /		/ /

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District

Date and time received (*Office use only*)

 / : am / pm

Part 2

1 Candidate details (as appears on the register of electors)

Please use BLOCK LETTERS.

Silent elector	<input type="checkbox"/> Yes <input type="checkbox"/> No	Date of birth	<input type="text" value="/"/> / <input type="text" value="/"/>
First name/s	Title <input type="text" value=""/> <input type="text" value=""/> <input type="text" value=""/> <input type="text" value=""/>		
Family name	<input type="text"/>		
Enrolled address	<input type="text"/>		
		Postcode	<input type="text" value=""/> <input type="text" value=""/> <input type="text" value=""/> <input type="text" value=""/> VIC
Postal address <i>If different</i>	<input type="text"/>		
		Postcode	<input type="text" value=""/> <input type="text" value=""/> <input type="text" value=""/> <input type="text" value=""/>

2 Candidate contact details

You must provide an email address and at least one phone number. Please provide contact details which will be active even after the election as the VEC may be required to contact you up to four years after the election. These details will not be published.

Phone	<i>Mobile</i>	<i>Alternative phone</i>
	<input type="text"/>	<input type="text"/>
Email address	<input type="text"/>	

3 Form in which candidate's name is to appear on the ballot paper

Complete family name in BLOCK LETTERS, first name/s in Title Case, and clearly indicate any capitalisations and / or accents. Your family name must be as it appears on the electoral roll.

FAMILY NAME	<input type="text"/>
First name/s	<input type="text"/>

4 Candidate's contact person and their details

Your contact person's details will be published and available to the public. You must provide an email address and at least one phone number. Your contact person will also be notified if a recount is required.

Contact person name	<input type="text"/>	
Phone	<i>Mobile</i>	<i>Alternative phone</i>
	<input type="text"/>	<input type="text"/>
Email address	<input type="text"/>	

5 Designated person for electoral notices or signs

You must provide an email address and at least one phone number. These details will not be published.

Designated person name	<input type="text"/>	
Phone	<i>Mobile</i>	<i>Alternative phone</i>
	<input type="text"/>	<input type="text"/>
Email address	<input type="text"/>	

Nomination of a candidate for the Legislative Assembly

District

By 6 electors

Declaration

Print name

I, , the candidate named above, consent to nomination as a candidate for election to the Legislative Assembly for the above electorate and I state that:

- I am enrolled on the register of electors for the State of Victoria.

Yes No

- My principal place of residence is in Victoria.

Yes No

I declare that:

- I am qualified under the *Constitution Act 1975 (Vic)* to be elected a member of the Legislative Assembly, and
- I am not, and do not intend to be, a candidate in any other election to be held on the same day as the election to which this nomination relates, and
- the person who is named on this form as the candidate's contact person is aware that their name and their contact details provided on this form will be published and available to the public, and
- the person who is named on this form as the designated person for any notices or signs is aware that their name and their contact details provided will be used in accordance with section 158A of the *Electoral Act 2002 (Vic)*, and
- the details on this form are true and correct.

Signature
Candidate

Date

Offences

It is an indictable offence under section 148 of the *Electoral Act 2002 (Vic)* to provide orally or in writing any false or misleading information under the Act or to make a statement knowing that it is false or misleading in a material particular in any declaration, application or claim under the Act (other than Part 12 of the Act). These offences each carry a penalty of level 6 imprisonment (5 years maximum) or level 6 fine (600 penalty units).

It is an indictable offence under section 149 of the *Electoral Act 2002 (Vic)* to forge any electoral paper, utter any forged electoral paper knowing it to be forged, or forge the signature of any person on any electoral paper. This offence carries a penalty of level 6 imprisonment (5 years maximum) or level 6 fine (600 penalty units).

Office use only

Received **\$350** – being payment of nomination deposit

Payment lodged in acceptable form
(cash / bank cheque).

Signature
VEC Official

Date

Single How-to-vote Card Declaration (non-RPP)

Electorate

Declaration to be made by a person submitting single how-to-vote card for registration

You must complete one declaration per how-to-vote card that you submit.

Use BLOCK LETTERS when completing this form. Please attach **final print ready version** of card.

Full name of person submitting

I,

Contact address

Contact phone

of

declare that I am authorised to submit a single how-to-vote card for registration on behalf of

Name of person, organisation or group

Title (*Candidate, party secretary, campaign manager, etc.*)

Capacity in which I make this declaration:

AND (if the how-to-vote card contains a section in a language other than English), I submit with the how-to-vote card a translation into English of the section in a language other than English, and I declare that the translation is a fair translation.

I am aware that if I knowingly make a false statement in this declaration, I am liable to a penalty of level 6 imprisonment (5 years maximum) or level 6 fine (600 penalty units maximum).

I am aware that the Victorian Electoral Commission must refuse to register a how-to-vote card if the Commission is satisfied that the card: is likely to mislead or deceive an elector in casting the elector's vote; or is likely to induce an elector to mark the vote of the elector otherwise than in accordance with the directions on the ballot paper; or contains offensive or obscene material.

Signature
Person
submitting

Date

Office use only

Declared before me on

Date

Time

Signature
Election
Manager

Election
manager for
electorate

Single How-to-vote Card Declaration (non-RPP)

How-to-vote card (HTVC) applicant checklist

This checklist is a guide to help you check that your HTVC meets the requirements for registration.

Do not mass produce HTVCs until the VEC confirms the HTVC is registered	Check
Is the HTVC for a single district or region only? (For applicants other than registered political parties)	
Have you submitted an electronic PDF copy version of the how-to-vote-card in final print ready format ?	
Have you submitted 2 hard copies of the how-to-vote-card in final print ready format ?	
Have you completed the how-to-vote-card declaration form?	
If the how-to-vote-card includes text in a language other than English, have you attached a translation? Have you included the authorisation and endorsement statement in all languages including English?	
Does the how-to-vote-card clearly identify the person, registered political party, organisation, or group it is being distributed for?	
<p>For district HTVCs: (if applicable)</p> <p>Is the order of voting preference included on the how-to-vote-card for all candidates listed?</p> <p>If yes: No number can be used more than once.</p> <p>If no: the how-to-vote-card must include a statement to instruct the voter to number all the boxes. (If there are blank boxes on the how-to-vote card, there must be at least two prominent statements to instruct the voter to number every box.)</p>	
<p>For region HTVCs: (if applicable)</p> <p>Have you indicated a voting preference for one group above the line? Or A voting preference for all candidates below the line? Or A statement included that the number 1 must be placed above the line for the preferred candidate or at least the numbers 1-5 in order of preference below the line?</p> <p>Are any candidates listed on the HTVC listed in ballot paper order, with correct spelling of their name?</p> <p>Have you checked that any logo/emblem/insignia is at least the prescribed size (4cm²)?</p>	
Have you made sure that the HTVC is not misleading, deceptive, offensive, or obscene?	
<p>Has the name and street address of the authoriser been included on the how-to-vote card? Authorisation statement must be printed in all languages present on the HTVC and English. <i>E.g. Authorised by Jane Smith, 123 Sample Street, Melbourne</i></p>	
<p>Have the details of the printer been included on the how-to-vote card? <i>E.g. Printed by: Sample Printers, 11A Example Street, Melbourne</i></p>	
<p>Have you included the endorsement 'Registered by the Victorian Electoral Commission' on the footer of your print-ready how-to-vote card? It cannot appear on cards distributed at early voting centres until it has been registered.</p>	

Candidates Postal Vote Application Details Confidentiality Agreement

Electorate

Election date

In accordance with section 104A of the *Electoral Act 2002* (Vic) the Victorian Electoral Commission (VEC) must, on request from a candidate, provide the name and address of any person whose application to vote by post in an election has been accepted. The VEC will not provide particulars of silent electors or itinerant electors.

The postal voting application data provided is for **election campaign purposes for this election only**. To receive a copy of the postal voting application data candidates must complete and sign this confidentiality agreement.

On receipt of this form the VEC will make postal voting application data available daily, as soon as possible after postal vote ballot material has been issued from the Monday after the final nomination day until the completion of postal voting processing.

One comma separated file will be provided in surname order. Instructions on how to download the file from the VEC's secure data exchange portal will be emailed to the email address below.

1 Candidate details

Name

Address

 Postcode

Phone number

Email address

2 Declaration

I, the above-named candidate, declare that the postal voting application data provided will be used solely for campaign purposes in relation to the above election. I further declare that I shall not offer or authorise the use of the data in any form for any other purpose. Immediately following the declaration of the results of the election, I undertake to erase all data supplied and all copies made of any part of it.

I am aware that the *Electoral Act 2002* (Vic) prohibits the use (section 104A(4)) **or** disclosure (section 104A(5)) of the name and address of any person whose application to vote by post has been accepted for any purpose unless the use is for a purpose in connection with the election.

PENALTY: 600 penalty units (for each offence)

Signature
Candidate

Date

Election office only

Declared before me at

Venue suburb
or locality

Date

Signature
Election Manager /
VEC Official

Please check or enter candidate email address in EMS, and tick if correct then scan and email form to the address below.

Completed form to be emailed to
pvadetails@vec.vic.gov.au

Appointment and Declaration of Scrutineer

Election date

District or region

Name of candidate

Name of scrutineer

Before completing this form

1. A candidate appointing the scrutineer may sign this form by:

- pasting a copy of their signature into the form
- signing a PDF on a tablet, smartphone or laptop using a stylus or finger
- signing a hardcopy document and scanning the document.

2. It is an indictable offence under section 148(2) of the *Electoral Act 2002* (Vic) to provide orally or in writing any false or misleading information to the Victorian Electoral Commission (*Penalty: Maximum 5 years imprisonment or 600 penalty units*).

3. It is an indictable offence under section 148(3) the *Electoral Act 2002* (Vic) to make a statement knowing that it is false or misleading in a material particular in any declaration, application or claim to the Victorian Electoral Commission (*Penalty: Maximum 5 years imprisonment or 600 penalty units*).

1 Appointment of a scrutineer

Candidate to complete. Please use BLOCK LETTERS.

I hereby appoint of

to be a scrutineer at for the election on the above date.

Signature
Candidate

Date

2 Scrutineer declaration

Scrutineer to complete in the presence of an election official. Please use BLOCK LETTERS.

I , scrutineer for

at the election for the district or region named above, declare that:

1. I undertake to be a scrutineer for the candidate named above, and
2. I agree to comply with all lawful requirements of me in my capacity as a scrutineer, and
3. I am aware that it is an offence for a scrutineer to interfere with or attempt to influence any elector, communicate with any person except so far as is necessary, or handle any ballot papers, and
4. I will not attempt to ascertain the vote(s) of any individual elector and should I become aware of the vote of an individual elector, I will not disclose that information, and
5. I am aware that failing to meet the conditions of this declaration may result in action taken against me, including (but not limited to) removal from the venue and/or prosecution.

Are you a candidate in this election? Yes No

Signature
Scrutineer

Date

Office use only

Declared before me at

Venue suburb
or locality

in the State of Victoria on

Date

Name and
signature

*Election Official
witnessing the
declaration*

Candidate Refund of Deposit Electronic Transfer Request

Election

District / Region

The nomination deposit may be refunded to candidates pursuant to section 180 of the *Electoral Act 2002 (Vic)*. The eligibility requirements for a refund of nomination deposits are discussed in the *Candidate Handbook*.

If you are eligible for your nomination deposit to be refunded after the election, a cheque will be sent to you unless you choose for the deposit to be refunded to your nominated bank account by completing and submitting this Electronic Transfer Request to the Election Manager **prior to the close of voting for the election**.

1 Candidate's information

Name

Contact
phone number

Enrolled address

VIC Postcode

Postal address
If different

Postcode

Email address

Email address is for remittance advice only.

2 Electronic funds transfer information

Account name

Bank or
institution name

BSB number

Account number

3 Declaration

I confirm that the above details are true and correct. If I am eligible for my nomination deposit to be refunded, I wish for my nomination deposit to be refunded into the bank account nominated on this form.

Signature
Candidate

Date

Privacy statement

The Victorian Electoral Commission respects your privacy. The details provided on this Electronic Transfer Request will not be disclosed to any third party and will not be used for any other purpose.

Election office use only

Date and time

Received by
Name

VEC finance use only

Customer code

Initial

Date