



# Occupier Ratepayer – Application for enrolment

Local Government Act 2020, Section 244(1) and (3)

City of Port Phillip

See reverse side for instructions

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## Property details

Address of rateable property: .....

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.....Postcode: .....

Name of the owner(s) of the property: .....

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## Applicant details

Surname: ..... Given names: .....

Date of Birth: .....

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

.....Postcode .....

Postal Address (if different): .....

.....Postcode .....

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## Declaration by applicant

I apply to be enrolled in respect to the above-named property.

I declare that I am an occupier of the property, that I am liable to pay municipal rates for the property and that I am not entitled to be enrolled as a resident in the municipality.

Signed .....

Dated: .....

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**Privacy Statement:** Information provided on this form is collected for the purposes of compiling municipal voters' rolls and will be used to conduct council elections. Voters' rolls are only available for purposes connected with a council election or to enable the council to communicate with constituents in regard to council functions or for a public interest purpose approved by the Victorian Electoral Commission following consultation with the Information Commissioner. Voters' rolls will not include dates of birth. Failure to provide requested information may mean that a person cannot be enrolled or vote in 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.

### ***Instructions***

If you are an occupier of a rateable property and you are required to pay council rates for the property (either directly to the council or as a condition of your lease) you may apply for enrolment on the council voters' roll.

Complete all sections of the form to ensure your application can be properly considered. (The council may request proof of occupancy and liability for council rates.)

Please complete all sections and sign the declaration to ensure your application can be considered.

#### **Additional Notes:**

A person may only be enrolled once in a municipality, irrespective of how many properties they own or occupy.

No more than two owners and two occupiers may be enrolled for a single rateable property.

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

- must be at least 18 years of age by the election day,
- must be an occupier of rateable property in the council's municipal area, and
- must not be enrolled as a resident of the municipality on the State electoral roll.

Please note that this enrolment is only valid for one term of the council. If you still occupy the property at the next council election you may re-apply for enrolment before that election.

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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.

<b><u>Council address for lodgement</u></b>	<b><u>Close of the roll</u></b>
Council Election Enrolment City of Port Phillip Private Bag No. 3 Post Office St Kilda VIC 3182	4.00pm on 28 August 2020

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