

Statutory declaration by Party Secretary



Statutory Declaration

This declaration is made under the *Statutory Declarations Act 1959* (the Act) in the knowledge that a person who intentionally makes a false statement in a statutory declaration is guilty of an offence under the Act, the punishment for which is a term of imprisonment for 4 years (see section 11 of the Act) and that Chapter 2 of the Criminal Code applies to all offences under the Act.

This statutory declaration is also made on the basis of the definition of secretary in section 123 of the *Commonwealth Electoral Act 1918* (Electoral Act)

secretary, in relation to a political party, means the person who holds the office (however described) the duties of which involve responsibility for the carrying out of the administration, and for the conduct of the correspondence, of the party.

Title	Given names	Family name	Occupation
I,			
Full address			
of			

make the following declaration under the *Statutory Declarations Act 1959*.

1. I am the officer in the(the Party) responsible for the day-to-day administration of the party and for the conduct of its correspondence, meeting the definition of secretary in s123 of the *Commonwealth Electoral Act 1918*.
2. The copy of the constitution annexed to this declaration and marked "A" is a true copy of the current constitution of the Party.
3. The list of members annexed to this declaration and marked "B" is a list of at least 500 people who have applied for membership of the party and been accepted as members of the party in accordance with the terms of the constitution of the party.

Signature of person making declaration

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Declared at (suburb/town)
on the day of (month),(year).

Before me

See over the page for a list of people qualified to witness a statutory declaration.

Signature of person witnessing declaration

Full name of witness - printed

Full address of witness

Qualification to witness this statutory declaration

Lodge this form at:

AEC
Funding & Disclosure
PO Box 6172
Kingston ACT 2604

AEC
West Block Offices
Queen Victoria Terrace
Parkes ACT 2600

Tel 02 6271 4552
Fax 02 6271 4555
fad@aec.gov.au

Extract from list of persons qualified to witness a statutory declaration

- For the most up to date list of qualified witnesses, see www.ag.gov.au.

Witnesses

(1) a person who is currently licensed or registered under a law to practise in one of the following occupations:

- Chiropractor
- Dentist
- Legal practitioner
- Medical practitioner
- Nurse
- Optometrist
- Patent attorney
- Pharmacist
- Physiotherapist
- Psychologist
- Trade marks attorney
- Veterinary surgeon

(2) a person who is enrolled on the roll of the Supreme Court of a State or Territory, or the High Court of Australia, as a legal practitioner (however described); or

(3) a person who is in the following list:

- Agent of the Australian Postal Corporation who is in charge of an office supplying postal services to the public
- Australian Consular Officer or Australian Diplomatic Officer (within the meaning of the Consular Fees Act 1955)
- Bailiff
- Bank officer with 5 or more continuous years of service
- Building society officer with 5 or more years of continuous service
- Chief executive officer of a Commonwealth court
- Clerk of a court
- Commissioner for Affidavits
- Commissioner for Declarations
- Credit union officer with 5 or more years of continuous service
- Employee of the Australian Trade Commission who is:
 - (a) in a country or place outside Australia; and
 - (b) authorised under paragraph 3(d) of the Consular Fees Act 1955; and
 - (c) exercising his or her function in that place
- Employee of the Commonwealth who is:
 - (a) in a country or place outside Australia; and
 - (b) authorised under paragraph 3(c) of the Consular Fees Act 1955; and
 - (c) exercising his or her function in that place
- Fellow of the National Tax Accountants' Association
- Finance company officer with 5 or more years of continuous service
- Holder of a statutory office not specified in another item in this list
- Judge of a court
- Justice of the Peace

- Magistrate
- Marriage celebrant registered under Subdivision C of Division 1 of Part IV of the Marriage Act 1961
- Master of a court
- Member of Chartered Secretaries Australia
- Member of Engineers Australia, other than at the grade of student
- Member of the Association of Taxation and Management Accountants
- Member of the Australasian Institute of Mining and Metallurgy
- Member of the Australian Defence Force who is:
 - (a) an officer; or
 - (b) a non-commissioned officer within the meaning of the Defence Force Discipline Act 1982 with 5 or more years of continuous service; or
 - (c) a warrant officer within the meaning of that Act
- Member of the Institute of Chartered Accountants in Australia, the Australian Society of Certified Practising Accountants or the National Institute of Accountants
- Member of:
 - (a) the Parliament of the Commonwealth; or
 - (b) the Parliament of a State; or
 - (c) a Territory legislature; or
 - (d) a local government authority of a State or Territory
- Minister of religion registered under Subdivision A of Division 1 of Part IV of the Marriage Act 1961
- Notary public
- Permanent employee of the Australian Postal Corporation with 5 or more years of continuous service who is employed in an office supplying postal services to the public
- Permanent employee of:
 - (a) the Commonwealth or a Commonwealth authority; or
 - (b) a State or Territory or a State or Territory authority; or
 - (c) a local government authority;with 5 or more years of continuous service who is not specified in another item in this list
- Person before whom a statutory declaration may be made under the law of the State or Territory in which the declaration is made
- Police officer
- Registrar, or Deputy Registrar, of a court
- Senior Executive Service employee of:
 - (a) the Commonwealth or a Commonwealth authority; or
 - (b) a State or Territory or a State or Territory authority
- Sheriff
- Sheriff's officer
- Teacher employed on a full-time basis at a school or tertiary education institution

CERTIFICATION ON EACH ANNEXURE TO STATUTORY DECLARATION

Please note:

- The following form of words should be used where the party secretary is making a statutory declaration which refers to documents to be formally annexed to the declaration, such as: the party constitution and the list of party members.
- The statutory declaration must mention each type of document and allocate it a reference mark, such as “A”, “B”, etc (see sample declaration below).
- Each annexed document must show the reference mark and be certified by the party secretary and the qualified witness as shown below.
- Information on this form is collected under the *Commonwealth Electoral Act 1918* and is publicly available during the processing of an application to register a new political party, but not thereafter.

Copy and complete the below declaration on each annexure:

This is the annexure marked [.....], referred to in the statutory declaration

sworn by me (*name of party secretary*)

on the day of (*month*) .20....(*year*).

Signed (*party secretary making the statutory declaration*)

Witnessed (*qualified witness to the statutory declaration*)