

## What you need to do

- Step 1** Fill in the *Postal Voter Card* form, sign it in front of the witness and have the Certification section of the form completed.
- Do not** detach the *Postal Voter Card* form from this envelope.
- Step 2** Fill in your ballot paper in front of the witness but do not let the witness see how you vote.
- Step 3** Fold the ballot paper, place it in this envelope and seal the flap above.
- Step 4** Place this envelope (with the *Postal Voter Card* form attached) in the envelope addressed to the Returning Officer, seal it and post it or deliver it to the Returning Officer.

**DO NOT DETACH**

### Secret ballot

This envelope will be separated from the *Postal Voter Card* form containing your personal particulars and placed with all the other envelopes before they are opened and the ballot papers are counted, so your vote remains secret.

Certificate ID:

## Postal Voting Information

### To the voter

You must fill in your ballot paper in front of the witness. Do not let the witness see how you vote.

You put a number 1 in the box next to the person you want most. To make sure you get a choice of all the Candidates in your ward you then put a number 2 in the box next to the person you want second and a number 3 next to your third choice and so on until all the boxes are filled in.

### After voting

- Put your ballot paper in the postal voter card envelope and seal the flap.
- Fill in the *Postal Voter Card* form on the back of this flap and sign it in front of a witness.
- Have your *Postal Voter Card* form certified by:
  - an Aboriginal person or a Torres Strait Islander who is an office bearer of an Aboriginal or Torres Strait Islander Corporation,OR
  - a staff member of TSRA who knows that you are an Aboriginal person or a Torres Strait Islander.
- Place this envelope (with the *Postal Voter Card* form attached) in the envelope addressed to the Returning Officer, seal it and post it.

You must post the envelope before polling day or give it to the Returning Officer or hand it in at any polling place before the close of poll on polling day.

### If you need help

If you cannot read or write, or you cannot fill in the ballot paper because you can't see properly, ask someone to help you. If there is no-one else to help you, ask the witness.

### To the witness

If you are on the Commonwealth Electoral Roll you can be a witness for a voter making a postal vote.

If you are a witness you must make sure that the voter follows the steps set out on the attached envelope.

If other people are near when the voter is filling in the ballot paper make sure they do not tell the voter how to vote. Somebody can help the voter if the voter cannot fill in the ballot paper.

### Candidates

If you are a candidate in this election then you cannot certify that the voter is a Torres Strait Islander or Aboriginal person.

**Please DON'T remove this flap.** Your vote is secret. This flap will be removed by the Returning Officer **before** your ballot paper is taken out.



Certificate ID:

2016 TORRES STRAIT REGIONAL AUTHORITY ELECTION

Postal Voter Card

To the Returning Officer for the:  Ward.

VOTER TO COMPLETE — Declaration by voter

Surname, Given name(s), Address (where you are enrolled), Daytime phone number ( )

Date of birth / /

- I am a Torres Strait Islander or Aboriginal person
I live in the Ward indicated above
I am on the Commonwealth Electoral Roll for the Ward indicated above
I have not voted before in this election.

Signature or Mark of voter, Date / /

NOTE: Giving false or misleading information is a serious offence.

WITNESS TO COMPLETE

- I am on the Commonwealth Electoral Roll and I watched this form being signed by the voter.

Signature of witness, Date / /

CERTIFICATION

I am an Aboriginal person or a Torres Strait Islander who is an office bearer of an Aboriginal or Torres Strait Islander Corporation OR

I am a member of the staff of the TSRA

- I certify that the voter is a Torres Strait Islander or Aboriginal person

Signature

Full name

Phone number ( )

OFFICE USE Issuing Office

OFFICE USE PRELIMINARY SCRUTINY

A. Signature check Yes No Elector Issuing officer

B. Entitlement check Yes No Qualified Enrolled in Ward ID No. Deletions record

Del. Code Date del. / /

Sub-division Code

C. Determination Admitted Rejected

D. RO check of rejects Image sought Received Admitted Rejected

Initials TSRA 005\_0416