

# Change Registered Officer for a Parliamentary party



## Completing this form


- This form should be used by a registered **Parliamentary** political party to notify a change of registered officer.
- A Parliamentary party is a party which has a member, or members, in the Australian Parliament.
- Further information is provided in the [Guide for maintaining party registration](#) available at [www.aec.gov.au](http://www.aec.gov.au).
- The information requested on this form is collected under the *Commonwealth Electoral Act 1918*.
- The name and street address of the registered officer are made public on the AEC's website. A registered officer might prefer to give the party office street address rather than their residential address.

Name of political party

If a request to appoint a new registered officer is not signed by the current registered officer, the AEC must write to that person giving them 7 days to advise any reason why the new appointment should not be made.

Name of current registered officer

Signature

|   |       |
|---|-------|
|  | Date: |
|---|-------|

## Role of the registered officer

A registered officer can nominate the party's endorsed candidates in a federal election and appoint deputy registered officers to do the same. The AEC sends all formal correspondence about the registration of the party to the registered officer.

An appointment takes a few days to be available to AEC Returning Officers throughout Australia, so any new appointment form should be lodged with the AEC well before the close of nominations in an election.

**Note:** An individual cannot hold the position of registered officer or deputy registered officer, or both, for more than one federally registered political party.


You must also complete all relevant pages of this form.

**Enquiries and form should be completed and returned to:**

Email: [fad@aec.gov.au](mailto:fad@aec.gov.au)  
Phone: 02 6271 4552  
Fax: 02 6293 7655

Funding and Disclosure  
Australian Electoral Commission  
Locked Bag 4007  
Canberra ACT 2601

**Proposed registered officer details**

|                 |   |                   |          |
|-----------------|---|-------------------|----------|
| Party name      |   |                   |          |
| Title           |   |                   |          |
| Name            |   |                   |          |
| Street address* |   |                   |          |
| Postal Address  | Suburb/town   | State             | Postcode |
|                 |   |                   |          |
| Daytime         | Telephone ( )   | After hours ( )   |          |
|                 |   |                   |          |
| Mobile          | Fax number ( )  |                   |          |
| Email address   |   |                   |          |
| Signature       | I am not appointed as a registered officer or deputy registered officer for any other federally registered political party. |                   |          |
|                 |    | ...../...../..... |          |

**\*Note: It is a requirement under Part XI of the *Commonwealth Electoral Act 1918* that the street address for the registered officer is published on the AEC website in the *Register of Political Parties*. The street address does not have to be the registered officer’s residential address and can be an alternate street address such as the party’s office street address.**


I acknowledge that the street address listed above will be published on the AEC’s website.

**Applicant details**

This application must be made by the party secretary or by all of the federal Parliamentary members of the party. All members of the party must be on the Commonwealth Electoral Roll.

If the application is being made by the secretary of the Parliamentary Party:

I hereby apply for the amendments detailed above to be effected to the *Register of Political Parties*.

|                   |   |                 |                   |
|-------------------|---|-----------------|-------------------|
| Name              |   |                 |                   |
| Capacity          | Party Secretary   |                 |                   |
| Street address    |   |                 |                   |
| Daytime telephone | Suburb/town   | State           | Postcode          |
|                   | ( )   | After hours ( ) |                   |
| Mobile            | Fax number ( )  |                 |                   |
| Email address     |   |                 |                   |
| Signature         |  | Date            | ...../...../..... |

**ALTERNATIVELY**

*If the application is not made by the party secretary, it must be made by all the party's Parliamentary members:*

We the following Senators and Members of the House of Representatives (MHR) declare that we are members of the party. We have each supplied a letter on our Parliamentary letterhead to the secretary of the Party confirming this.

|                                    |                              |
|------------------------------------|------------------------------|
| <i>Parliamentarian's name</i>      | SENATOR / MHR                |
| <i>Signature</i> ...../...../..... | Parliament House<br>Canberra |

|                                    |                              |
|------------------------------------|------------------------------|
| <i>Parliamentarian's name</i>      | SENATOR / MHR                |
| <i>Signature</i> ...../...../..... | Parliament House<br>Canberra |

|                                    |                              |
|------------------------------------|------------------------------|
| <i>Parliamentarian's name</i>      | SENATOR / MHR                |
| <i>Signature</i> ...../...../..... | Parliament House<br>Canberra |

|                                    |                              |
|------------------------------------|------------------------------|
| <i>Parliamentarian's name</i>      | SENATOR / MHR                |
| <i>Signature</i> ...../...../..... | Parliament House<br>Canberra |

|                                    |                              |
|------------------------------------|------------------------------|
| <i>Parliamentarian's name</i>      | SENATOR / MHR                |
| <i>Signature</i> ...../...../..... | Parliament House<br>Canberra |

|                                    |                              |
|------------------------------------|------------------------------|
| <i>Parliamentarian's name</i>      | SENATOR / MHR                |
| <i>Signature</i> ...../...../..... | Parliament House<br>Canberra |

|                                    |                              |
|------------------------------------|------------------------------|
| <i>Parliamentarian's name</i>      | SENATOR / MHR                |
| <i>Signature</i> ...../...../..... | Parliament House<br>Canberra |

*Attach further sheets as necessary*