

**Form 2 – Application for Enrolment on the Voters Roll**

To record a **Body Corporate**: Resident, Sole Owner or Sole Occupier (tenant)  
Local Government (Elections) Act 1999

**To the Chief Executive Officer of**

Name of Council

**Body corporate details**

Body corporate name

Phone

The body corporate claims enrolment on the voters roll in respect of the rateable property at the following address:

Owner

Occupier (tenant)

Street

Suburb

State

Postcode

**Details of designated person for voting entitlements**

Family name

Given names

Phone number

Date of birth

•

•

Email address

**Residential address** *(This is the address of your principal place of residence)*

Street

Suburb

State

Postcode

**Postal address**

Street

Suburb

State

Postcode

Signature of designated person

Date

**Declaration**

**I declare that:**

- I am authorised to complete this application in respect of this rateable property on behalf of the body corporate; *and*
- The designated person is an officer of the body corporate; *and*
- All the information I have given on this form is true and complete.

Signature of applicant

Date

**Witness details**

Family name

Given names

Street

Suburb

State

Postcode

Signature of witness

Date

**OFFICE USE ONLY**

Accept

Decline

Area/Ward

Processed By

Date

Assessment Number

## Notes

This form should be completed by a business or organisation (i.e. a body corporate) which is either:

**1. A Sole Owner**

A body corporate sole owner is an individual business or organisation that owns any type of rateable property in the Council area.

or

**2. A Sole Occupier**

A body corporate sole occupier is an individual business or organisation that occupies any type of rateable property in the Council area as a tenant.

**Designated Person**

This application must include a designated person to be enrolled on the voters roll for an area or ward who must be:

- A natural person who is 18 years or above and who is an officer of the body corporate authorised to act on behalf of the body corporate for the purposes of voting (an officer of a body corporate is a director, manager, secretary, public officer or other person involved in the management of the body corporate.)

Enrolment can only be granted in respect to the rateable property address nominated on the front of this form. Where applicants are seeking enrolment for additional properties (located in different wards in the Council area) a separate application form must be completed in respect to each property.

An elector can only vote once for an Area election (i.e. for a Mayor or Area Councillors) and once in any Ward election (i.e. for Ward Councillors). A designated person may only vote in one capacity at an election.

**Please complete all sections in this Application for Enrolment form and return to:**

Chief Executive Officer  
Kingston District Council  
PO Box 321  
Kingston SE SA 5275

Email: [rates@kingstondc.sa.gov.au](mailto:rates@kingstondc.sa.gov.au)



**Applications must be received by the Council before the close of voters roll for any election**

5.00pm 29 July 2022

It is an offence under section 14(9) of the *Local Government (Elections) Act 1999* to make a statement in an application under the Act that is, to the applicant's knowledge, false or misleading (by reason of inclusion or omission of any particular) in a material respect.

*Maximum penalty: \$10,000*