Enrolment Eligibility Claim

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ABN Number: 26744398382

Form 2C. Modified for Body Corporate

Local Government Act 1995, s.4.31(1)

Application to register a nominee for a Body Corporate

See back for notes on when and how to complete this form

Body Corporate

Company Name:

Australian Business Number:

The Body Corporate is the (Tick one box)

☐ **owner of the rateable property**
☐ **occupiers of the rateable property**

Rateable property on which claim is based

Building name:

Unit No: **Street No:**

Street Name:

Suburb: **Post code:**

Postal Address of Body Corporate

Building name:

Unit No: **Street No:**

Street Name:

PO Box No:

Suburb: **Post code:**

Electorate

Local Government District: *City of Stirling*

Ward:

The City of Stirling is made up of seven wards: Balga, Coastal, Doubleview, Hamersley, Inglewood, Lawley and Osborne. A number of suburbs are shared between wards. Each ward is represented by two Councilors with a popularly elected Mayor.

Visit www.stirling.wa.gov.au/your-city/city-wards to clarify which Ward you're eligible to vote.

Open your camera app and scan this QR Code to check which ward you are eligible for.

Authorised Person (Director, CEO, company secretary)

☐ **M** ☐ **F** ☐ **Mr** ☐ **Mrs** ☐ **Ms** ☐ **Miss**

Family name:

Other names:

Title held in body corporate:

Contact numbers

Work: **Home:**

Mobile:

E-mail:

Nominations

The officer nominating the nominees must be a different officer to the nominee(s), unless there is only one officer of the body corporate.

I am authorised as an officer of the Body Corporate to nominate the following person(s) to vote on behalf of the Body Corporate:

Name of Nominee(s)
(must be an employee of body corporate)

First Nominee Name:

Title held in Body Corporate:

Second Nominee Name:

Title held in Body Corporate:

Declaration

Under section 4.90 of the Act, making a false declaration is an offence.

I declare that:

- I claim eligibility for the body corporate to have nominees included on any owners and occupiers roll prepared for an election in the electorate.
- The persons I have nominated are officers or employees of my body corporate.
- I have claimed eligibility for the body corporate based upon a right of occupation and that the body corporate genuinely occupies and uses this property to carry out its business, and the body corporate did not obtain a right of occupation purely to nominate voters under the *Local Government Act 1995.*
- I declare that all the details set out are true and correct to the best of my knowledge and belief.

Signature: (authorised person):

Date:

A letter on company letterhead or email from the company's email address signed by an officer of the body corporate must accompany form for claim to be eligible.

First Nominee

☐ M ☐ F ☐ Mr ☐ Mrs ☐ Ms ☐ Miss

Family name:

Other names:

Date of birth:

Contact numbers

Work: **Home:**

Mobile:

E-mail:

Postal Address

Building name:

Unit No: **Street No:**

Street Name:

PO Box No:

Suburb: **Post code:**

Entitlement to be enrolled (Tick one box)

☐ **I am on the State electoral roll within the electorate**

or

☐ **I am on the State or Commonwealth electoral roll in respect of a residence outside the electorate**

My address shown on that roll is:

☐ **I am a silent elector on the State or Commonwealth electoral roll.**

or

☐ **I am not on the State or Commonwealth electoral roll but I am qualified as an elector under clause 12 of *Schedule 9.3 of the Local Government Act 1960***

Declaration

Under section 4.90 of the Act, making a false declaration is an offence.

I declare that:

- I am eligible to have my name included on any owners and occupiers roll as the owner or nominee of the owner(s) of rateable property.
- If I have nominated a separate postal address that I have personal access to that address for the purpose of receiving the post sent to that address.
- That all the details set out are true and correct to the best of my knowledge and belief.

Signature:

Date:

Second Nominee

☐ M ☐ F ☐ Mr ☐ Mrs ☐ Ms ☐ Miss

Family name:

Other names:

Date of birth:

Contact numbers

Work: **Home:**

Mobile:

E-mail:

Postal Address

Building name:

Unit No: **Street No:**

Street Name:

PO Box No:

Suburb: **Post code:**

Entitlement to be enrolled (Tick one box)

☐ **I am on the State electoral roll within the electorate**

or

☐ **I am on the State or Commonwealth electoral roll in respect of a residence outside the electorate**

My address shown on that roll is:

☐ **I am a silent elector on the State or Commonwealth electoral roll.**

or

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Declaration

Under section 4.90 of the Act, making a false declaration is an offence.

I declare that:

- I am eligible to have my name included on any owners and occupiers roll as the owner or nominee of the owner(s) of rateable property.
- If I have nominated a separate postal address that I have personal access to that address for the purpose of receiving the post sent to that address.
- That all the details set out are true and correct to the best of my knowledge and belief.

Signature:

Date:

In relation to the rateable property on which the enrolment eligibility claim is based
(This relates only to the portion of the property that you lease)

You must supply for your claim to be considered:

- a copy of the lease, tenancy agreement or other legal instrument
- proof of payment of rent, unless you are a registered charity with the Australian Charities and Not-for-profits Commission (ACNC)
- A letter on company letterhead or email from the company's email address signed by an officer of the body corporate. (CEO, Director, Company Secretary or Treasurer)
- If any information provided on the form is incorrect or missing documents to complete the claim by 5pm on the closing date, the City will reject your claim, and you will lose your eligibility to vote in the upcoming election
-

This rateable property that is occupied is eligible on the basis that the following criteria is true and correct.

Please complete the checklist on the back to confirm your eligibility to claim.

This property is not a residence or a portion of a property which is a residence		Yes ☐	No ☐
This property has a floor area of at least 10m^2 that does not include any disregarded areas. To make a claim of occupation you (or the body corporate) must occupy at least 10 m^2 of space which cannot comprise disregarded areas such as a cupboard, toilet, parking bay or garden shed.	Total square meterage leased:	Yes ☐	No ☐
Can the property be secured from intruders		Yes ☐	No ☐
The minimum amount of rent* for the property prescribed by law is paid and I have attached evidence of payment. *Perth metro: $5,000 for 100 m^2 or more; $50 per m^2 if less than 100 m^2 Rest of WA: $1,000 for 100 m^2 or more; $10 per m^2 if less than 100 m^2	Rent per annum: $ Rent per square meter: $	Yes ☐	No ☐
This property (or another rateable property) has been occupied by myself / the body corporate for at least 12 months. I can provide evidence of this occupation and that a right to that occupation was established by a lease, tenancy agreement or other legal instrument which I have attached to this claim	Date lease commenced:	Yes ☐	No ☐
I / the body corporate have a right to occupation for at least the next 3 months with a lease, tenancy agreement or other legal instrument which I have attached to this claim.	Date lease expires:	Yes ☐	No ☐
The lease, tenancy agreement or other legal instrument is with the owner of the rateable property; or is a sublease that has the consent of the head lessor and I have attached evidence of that consent.		Yes ☐	No ☐

Notes to the Enrolment Eligibility Claim Form

1. When to use this form

You may make a claim for eligibility using this form at any time. However, if you want to be on the roll for a particular election, you must give your claim form to the City of Stirling more than 50 days before the election date.

2. Who should use this form

You should fill in this form if you:

- Own or occupy a rateable property in the City of Stirling
- A person who is included in the Residents Roll is not entitled to claim eligibility on the Owners and Occupiers Roll for that same ward electorate, as their entitlement to one vote is already claimed in the Residents Roll.

3. Qualification under the Local Government Act

To qualify under clause 12 of Schedule 9.3 to the *Local Government Act 1960* you must:

- Own or occupy rateable property in the City of Stirling.
- Have been on the last electoral roll prepared under the *Local Government Act 1960* for that electorate; and
- Have owned or occupied rateable property in the City of Stirling continuously since that roll was prepared.

Clause 12 of schedule 9.3 was repealed by the *Local Government Act 2024, p*ersons who are enrolled reyling on this provision can remain enrolled until their enrolment would have otherwise ended, however no new or renewed enrolments may be made.

4. Who is an occupier

To qualify as an occupier, you must have a right, under a lease, tenancy agreement or other legal instrument, to be in continuous occupation of a rateable property within the City of Stirling for at least the last twelve months.

You must have a right, under a lease, tenancy agreement or other legal instrument, to be in continuous occupation of the property for at least the next three months.

A copy of the legal document in the name of the claimant or the body corporate for which the claimant is a nominee that confirms the right to continuous occupation of rateable property in the ward electorate is required.

If there are more than two occupiers a written notice must be submitted with your Enrolment Eligibility Claim signed and dated by all or a majority of joint occupiers, evidencing that they have been duly appointed as a nominee.

5. Nominations

A nomination must be made in writing and be signed by all or a majority of the owners or occupiers of the rateable property and submitted with your Enrolment Eligibility Claim. If the owner or occupier is a body corporate, a letter on company letterhead or email from the company's email address must be signed by an officer of the body corporate. An officer of a body corporate may include the Chief Executive Officer, a Director, Company Secretary, Treasurer or the Chief Financial Officer.

If a body corporate owns or occupiers more than one rateable property in the City of Stirling, a nomination can be submitted for rateable properties within each ward electorate.

6. Rateable property

If you own or occupy more than one rateable property in the City of Stirling, you may be eligible to vote in multiple ward electorates. An Enrolment Eligibility Claim for each ward electorate is required for each property you own or occupy.

7. Which ward

The City of Stirling is made up of seven wards: Balga, Coastal, Doubleview, Hamersley, Inglewood, Lawley and Osborne. A number of suburbs are shared between wards. Each ward is represented by two Councilors with a popularly elected Mayor.

Visit www.stirling.wa.gov.au/your-city/city-wards which Ward you are eligible to vote in.

If the property in respect of which this claim is made is partly in one ward and partly in another, the body corporate may choose which of those wards the claim is to apply to. If this box is left blank the Chief Executive Officer of the City of Stirling will decide which ward the claim is to apply to.

8. Duration of enrolment

If you are an occupier or a nominee and your Enrolment Eligibility Claim is accepted, it will expire six months after the next two (or in limited circumstances, next three) ordinary elections held for the City of Stirling, (in accordance with section 4.33 of the *Local Government Act 1995*).

If you wish to continue to qualify as an elector after that, you will need to make a new Enrolment Eligibility Claim.

For non-resident owners, the claim will remain valid until you cease to own the rateable property on which the claim is based.

9. Confidentiality

Your date of birth, phone number and email address supplied in this form will be kept confidential and will be used only by the City of Stirling and the Western Australian Electoral Commission for the purpose of preparing local government electoral rolls.

10. Where to send your form

When you have completed and signed this form, you may send it by post to the Chief Executive Officer at 25 Cedric Street, STIRLING, WA, 6021 or by email to rates@stirling.wa.gov.au.

11. Change of address / details

If you are currently enrolled as an elector for the City of Stirling and you wish to advise of a change of address or any other enrolment details, please do not complete this form. Simply advise the City of Stirling in writing of the amended details to your enrolment.

12. Which form should I complete

- **Non-Resident Owner (Complete form 2)**
  Owns rateable property in the electorate as a sole owner, or one of two co-owners.
- **Occupier (Complete form 2A)**
  Has held a right of occupation to a rateable property in the City of Stirling for at least twelve months and has a right to continuous occupation of rateable property in the electorate under a lease, tenancy agreement or other legal instrument for a period of at least three months, as sole occupier or one of two occupiers of the property.
- **Co-Owner Nominee (Complete form 2B)**
  Owns rateable property in the electorate as one of more than two co-owners; and is one of up to two nominees, nominated by all or a majority of the co-owners.
- **Co-Occupier Nominee (Complete form 2B)**
  Has held a right of occupation to a rateable property in the City of Stirling for at least twelve months and has a right to continuous occupation of rateable property in the electorate under a lease, tenancy agreement or other legal instrument for a period of at least three months, in conjunction with two or more other people and is one of up to two nominees, nominated by all or a majority of the occupiers.
- **Body Corporate Owner / Occupier Nominee (Complete form 2C)**
  Is one of up to two nominees of a body corporate that owns or has held a right of occupation to a rateable property in the City of Stirling for at least twelve months has a right to continuous occupation of rateable property in the electorate under a lease, tenancy agreement or other legal instrument for a period of at least three months.

13. Silent address

If you have silent elector status, please provide proof from the Electoral Commission with your claim form.

The Enrolment Eligibility Claim form is required to be completed in full with your declaration to be omitted on the roll.

If having your address on the roll would put your safety, or that of your family, at risk you may ask the Chief Executive Office not to show your address on the roll. To do this you must give the Chief Executive Officer a statutory declaration setting out the reasons why you do not want your address shown on the roll.

14. Rejected claims

If any information provided on the form is incorrect or missing documents to complete the claim by 5pm on the closing date, the City will reject your claim, and you will lose your eligibility to vote in the upcoming election.