



Appointment of Party Agent

Please refer to the *Funding and Disclosure Handbook for Political Parties* when completing this form. Giving false or misleading information is a serious offence.

Party Name (Please include State/Territory branch if applicable)

Current Agent's Name

Application

I advise the termination of the appointment of the agent named above (if applicable) and appoint the person whose details appear below as agent for the party.

Name of person making the appointment

Capacity/Position with the party

Signature

Date

New agent details

Name

Address (This address must not be a post office box number.)

Postal address

Telephone number (BH)

Facsimile number

Email

I declare that I am eligible for, and consent to, the appointment.

Signature of agent

Date

Please provide an estimate of the time taken to complete this form hrs mins

This form should be lodged with:

FUNDING AND DISCLOSURE
AUSTRALIAN ELECTORAL COMMISSION
PO BOX 6172
KINGSTON ACT 2604

Telephone: (02) 6271 4552
email: fad@aec.gov.au

Facsimile: (02) 6271 4555

Office Use Only

Date Received:

Date Registered:

Political party's responsibilities

Each State and Territory branch of a registered political party must have an appointed agent to act on its behalf under the election funding and financial disclosure provisions of the *Commonwealth Electoral Act 1918*. Where no appointment is in force, all members of the party's executive committee jointly assume disclosure responsibilities and no payment of election funding can be made.

Agent's responsibilities

An agent is responsible for lodging disclosure returns on behalf of the party. Each year the agent is required to lodge a return of all receipts, payments and debts transacted throughout all levels of the party.

The agent is also the person to whom any election funding entitlement of the party is paid.

A handbook explaining these responsibilities in detail is available from the Australian Electoral Commission (AEC) at the address shown on this form and on its website: www.aec.gov.au. A copy of the handbook is sent to each agent upon appointment and each party upon registration.

Note: the Commonwealth Electoral Act contains penalties for persons who contravene the funding and disclosure provisions.

Eligibility for appointment

To be eligible for appointment as an agent a person must:

- be at least 18 years of age; and
- not have been convicted of an offence under the funding and disclosure provisions.

Appointment of an agent

The appointment must be made by an appropriate party official of the relevant State/Territory branch of the party. This would normally be the State Director/Secretary of the party.

Note: a party agent is not automatically the agent for candidates endorsed by the party. Appointment as an agent for a candidate must be made separately at each election.

Termination of appointment

An appointment as a party agent remains in force until the Australian Electoral Commission is formally advised that it is to be terminated. An appointment can be revoked by the party or resigned by the agent at any time by giving written notice to the Australian Electoral Commission. The death of an agent is to be advised to AEC within 28 days and can be done by using this form.