

Request for Access to Electoral Roll Data (Registered Political Party)



How to submit this form

A separate form must be submitted in the AEC's Electoral Roll Access (ERA) by each person who is going to download electoral roll data as follows:

- The Party Secretary must email a completed and signed form to rps@aec.gov.au
- The ERA user nominated on the form creates an [ERA](#) account (if they don't already have one).
- The AEC (Roll Products and Services team) will contact the ERA user to complete the identity verification process.
- Once verification is complete, the ERA user will receive instructions to submit the form within ERA to gain access to the roll data.

Further information and user guides are available on the [Electoral roll data entitlement](#) page of the AEC website..

Statement of request

I *(insert name of Party Secretary)*

from *(insert name of registered political party)*

of *(insert street address of registered political party)*

	State	Postcode

request electoral roll data from the Commonwealth Electoral Roll and additional information according to entitlement under Section 90B of the *Commonwealth Electoral Act 1918* (Electoral Act) as the Party Secretary entitled to receive the information.

Email address of Party Secretary <i>(for notifications)</i>	Phone number

I understand the information provided under section 90B(1):

- must only be used in accordance with [section 91A](#) of the Electoral Act and any breach may result in a penalty of 100 penalty units, and

- must neither be used for commercial purposes nor be disclosed to anyone unless disclosed for the permitted purposes under section 91A and any breach may result in a penalty of 1,000 penalty units (see section 91B of the Electoral Act).

Supply of elector information

The AEC will supply electoral roll data:

- during the life of the current Australian Parliament unless the party's eligibility ceases or changes, or they provide written advice that supply is no longer required
- through ERA, which the party or their delegate may access to download the data.

Details of the ERA user

Person who will use ERA to download the electoral roll data (*Tick one*)

☐ Party Secretary	☐ Delegate
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Details of the delegate

Complete this section to authorise a delegate (office staff or data bureau) to download and use the data on behalf of the party.

(Enter the full name of the delegate)

Given name/s of delegate 	Last name of delegate
Official email address of delegate (<i>office staff or data bureau</i>) 	Phone number
Name of data bureau (if applicable) 	

Party Secretary declaration

I declare that I have read and understand sections 91A and 91B of the Electoral Act (extracts shown on the next page) relating to the entitlement and use of electoral roll data and authorise the above delegate (if applicable) to download and use this information.

Party Secretary signature	(Sign here)  	Date
Printed name		

Privacy notice

By creating an ERA account and using ERA, or requesting access to electoral roll data, the AEC may collect personal information such as your name and contact details. This is required so that the AEC can protect access to electoral roll data. The collection of personal information would be for the purpose of:

- authenticating and processing your request to access ERA and electoral roll data
- facilitating access to electoral roll data in accordance with the Electoral Act.

The AEC [privacy policy](#) applies to any personal information collected by the AEC in connection with creating an account to access ERA and electoral roll data.

Extracts from the *Commonwealth Electoral Act 1918*

91A Use of information from Roll and habitation index

(1) If information is given to a person or organisation under section 90B, a person must not use the information except for a purpose that is a permitted purpose in relation to the person or organisation the information is given to.

Penalty: 100 penalty units.

(1A) The permitted purposes in relation to a Senator or member of the House of Representatives are:

- (a) any purpose in connection with an election or referendum; and
- (aa) research regarding electoral matters; and
- (b) monitoring the accuracy of information contained in a Roll; and
- (c) the performance by the Senator or member of his or her functions as a Senator or member in relation to a person or persons enrolled for the Division, State or Territory to which the tape or disk relates.

(2) The permitted purposes in relation to a political party are:

- (a) any purpose in connection with an election or referendum; and
- (aa) research regarding electoral matters; and
- (b) monitoring the accuracy of information contained in a Roll; and
- (c) the performance by the Senator or member of the House of Representatives who is a member of the party of his or her functions as a Senator or member in relation to a person or persons enrolled for the Division, State or Territory to which the tape or disk relates.



Note: The 'tape or disk' mentioned in (1A)(c) and (2)(c) no longer applies as the AEC's preferred data delivery methods. These have been replaced by ERA.

91B Prohibition of disclosure or commercial use of Roll or habitation index

(1) For the purposes of this section, information is protected information in relation to a person if the person knows, or has reasonable grounds for believing, that the information has been obtained under section 90B.

(2) A person must not disclose protected information unless the disclosure would be a use of the information for a permitted purpose under section 91A. Penalty: 1,000 penalty units.

(3) A person shall not use protected information for a commercial purpose. Penalty: 1,000 penalty units.