



APPOINTMENT OF SCRUTINEER

(To be completed by candidate. See back of notes on how to complete this form)

Local Government (Elections) Regulations 1997, Reg.69, Form 18

Candidate

Full name			
Address	No.	Street name	
	Suburb		Postcode
Candidate for	☐ Mayor / President		☐ Councillor

Scrutineer

Full name			
Address	No.	Street name	
	Suburb		Postcode
Phone numbers	(H)	(W)	(M)
Email			

Election

Local government district			
Ward			
Election date			
Polling place(s)			
Signature of candidate		Date	/ /



Where to send this form

When you have completed and signed your part of this form, and the declaration by the scrutineer has been completed, send both copies of the form to the Returning Officer for the district or give them to the Presiding Officer at a polling place.

You may send your form by post or electronically so long as it is capable of being printed in its entirety, including signatures. If you send it electronically you should check that it has been received.

Duplicate copy of form

You must complete two (2) copies of this form. The original copy will be retained by the Returning Officer or Presiding Officer. The duplicate will be returned and must be given to and retained by the scrutineer.



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Ward	
Election date	
Polling place(s)	
Signature of candidate	Date / /

Declaration by Scrutineer

To be completed before the notice of appointment has been acknowledged and returned

<i>Making a false declaration is an offence</i>	I declare that I am at least 18 years of age and will comply with the provisions of the <i>Local Government Act 1995</i> and the <i>Local Government (Elections) Regulations 1997</i> which relate to scrutineers.		
	Signature of Scrutineer		Date / /

Witness

Full name			
Office			
Signature		Date	/ /

Acknowledgement of Appointment

Returning Officer or Presiding Officer

Full name			
Signature		Date	/ /





Declaration ¹

The declaration by the scrutineer must be signed before:

- a Justice of the Peace;
- a person authorised under the *Oaths, Affidavits and Statutory Declarations Act 2005* to take statutory declarations; or
- the Returning Officer, Deputy Returning Officer or a Presiding Officer.

THE RIGHTS AND DUTIES OF A SCRUTINEER

What you may do

As a scrutineer you may:

- attend at a polling place mentioned in your notice of appointment to observe the conduct of the election and to make sure that the *Local Government Act 1995* is being complied with;
- observe the checking of absent and postal votes;
- be present at the preparation of postal voting papers but only at a sufficient distance so that you cannot ascertain the markings on the ballot papers; and
- be present when ballot boxes are opened and votes are being counted.

What you must do

As a scrutineer you must:

- wear identification of your appointment as a scrutineer;
- have your copy of the *Appointment of Scrutineer* form with you at all times and produce it when requested to do so by the Presiding Officer at a polling place; and
- comply with all directions given by the Returning Officer and all reasonable requests made by any other electoral officer.

What you must not do

As a scrutineer you must not:

- enter a polling place if another scrutineer appointed by the same candidate is already there (unless one of you is just there to cast your vote);
- take part in the conduct of the election;
- while in or within 6 metres of a polling place:
 - canvass for votes;
 - solicit the vote of an elector;
 - induce an elector to vote for a particular candidate;
 - induce an elector not to vote at the election;
- record the name of a person who attends a polling place to vote or record any information given by a person to an electoral officer in order to receive a ballot paper.