

# Nominated Entity Appointment

This form is to be completed and submitted by the Registered Officer of the registered political party.

## About this form

The Nominated Entity Appointment Form provides validation of the Nominated Entity's eligibility for inclusion on the Register of Nominated Entities under the *Electoral Act 2002*.

The Victorian Electoral Commission (VEC) will assess the nomination to ensure the Nominated Entity meets the eligibility criteria. Once accepted the Nominated Entity is entered onto the Register of Nominated Entities.

The VEC may only remove the name and address of an entity from the Register of Nominated Entities if:

- the entity provides the VEC with a written notice stating that the entity has resigned as the Nominated Entity, or provides the VEC with a notice that the entity has ceased to be eligible to be the Nominated Entity; or
- the registered political party that appointed the entity provides the VEC with a written notice stating that the registered political party has revoked the appointment of the Nominated Entity; or
- the entity, or an officer of the entity within the meaning of section 9 of the *Corporations Act 2001* (Cth), is convicted of an offence against Part 12 of the *Electoral Act 2002* or Part XX of the *Commonwealth Electoral Act 1918* (Cth).

The Nominated Entity of a registered political party must provide written notice to the VEC within seven days of the Nominated Entity ceasing to be eligible to be the Nominated Entity of the registered political party.

A checklist is provided below to assist you through the appointment process.

**Checklist— complete all details on the form and provide the necessary documents as specified**

- Eligibility criteria completed by the Registered Officer – Part A
- Registered Officer attestation completed and signed\* – Part A
- Eligibility criteria completed by the person responsible for the Nominated Entity – Part B
- All relevant parts of this Nominated Entity Appointment form completed

*\*Please provide the original signed document (a scanned copy is acceptable provided the original document is retained for records).*

# Nominated Entity Appointment

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## The Register of Nominated Entities is published on the VEC website

Notification of the publication of the Nominated Entity on the Register of Nominated Entities will be sent to the Nominated Entity and the Registered Officer of the registered political party as soon as the appointment is entered on the Register of Nominated Entities by the VEC.

## Ways to lodge this form

**Email:** Manually complete this form and, along with any supporting documents, return by email. [disclosures@vec.vic.gov.au](mailto:disclosures@vec.vic.gov.au)

**Mail:** Manually complete this form and, along with any supporting documents, return via mail. Victorian Electoral Commission  
Funding and Disclosure Unit  
Level 11, 530 Collins Street  
Melbourne VIC 3000

## For further information visit [vec.vic.gov.au/disclosures](http://vec.vic.gov.au/disclosures) or contact us at

**Email:** [disclosures@vec.vic.gov.au](mailto:disclosures@vec.vic.gov.au)

**Phone:** 131 832

**Fax:** (03) 9629 8632

# Nominated Entity Appointment

## (A) Registered Officer attestation (please use BLOCK LETTERS)

Registered political party name			
Registered political party address	Postal address		
	Suburb/Town	State	Postcode
Registered Officer name:	Title	First name	
	Last name		
Registered Officer contact details	Telephone	Mobile	
	Fax		
	Email		
	Preferred method of contact		
Name of entity nominated by Registered Political Party			
Address of entity nominated by Registered political party	Postal address		
	Suburb/Town	State	Postcode

# Nominated Entity Appointment

## Registered Officer attestation

Registered Officer name

(Please use BLOCK LETTERS)

Registered  
Officer's  
attestation

I certify that to the best of my knowledge the information contained in this Nominated Entity Appointment form is true and complete.

I certify the entity is eligible to be appointed as the Nominated Entity of the registered political party under Division 4A, Subdivision 2 – Register of Nominated Entities, section 222F of the *Electoral Act 2002* and make the following declarations:

- The registered political party does not have another entity appointed as the Nominated Entity.
- The entity is an incorporated body that:
  - operates for the principal benefit of the members of the registered political party; or is established and maintained, or is the trustee of a trust established and maintained, for the principal benefit of the members of the registered political party. (Note: For any appointments made after 1 July 2020, or further appointments beyond the first appointment of a Nominated Entity made after 1 August 2018, a Nominated Entity must satisfy the VEC that it is controlled, within the meaning of section 50AA of the *Corporations Act 2001* (Cth), by the registered political party and operates or is established/maintained for the sole benefit of the members of the registered political party. Please see sections 222F(2) and (3) of the *Electoral Act 2002*
  - does not have voting rights in the registered political party
  - is not the Nominated Entity of another registered political party
  - has not, or an officer of the entity within the meaning of section 9 of the *Corporations Act 2001* (Cth) has not, been convicted of an offence under Part 12 of the *Electoral Act 2002*.

*Continued overleaf*

# Nominated Entity Appointment

I have obtained the signed consent of the Nominated Entity to the appointment which states the entity is eligible to be the Nominated Entity of the registered political party under Division 4A, Subdivision 2 – Register of Nominated Entities, section 222G of the <i>Electoral Act 2002</i> .	<input type="checkbox"/>
I have uploaded/attached the completed and signed Nominated Entity Appointment form.	<input type="checkbox"/>
I understand that the appointment of the entity as the Nominated Entity of the registered political party will take effect when the VEC enters the name and address of the entity on the Register of Nominated Entities, which will be published on the VEC website.	<input type="checkbox"/>
I understand that the VEC may remove the name and address of an entity from the Register of Nominated Entities if the VEC receives written notice from the entity of a change in eligibility; or that the entity has resigned as the Nominated Entity of the registered political party; or if the appointment is revoked by the registered political party; or if the entity, or an officer of the entity within the meaning of section 9 of the <i>Corporations Act 2001</i> (Cth), is convicted of an offence against Part 12 of the <i>Electoral Act 2002</i> or Part XX of the <i>Commonwealth Electoral Act 1918</i> (Cth). I understand that a Nominated Entity is obliged to provide written notice to the VEC within seven days of it ceasing to meet the eligibility requirements of a Nominated Entity prescribed under the <i>Electoral Act 2002</i> .	<input type="checkbox"/>

Registered Officer signature\*

Date

/ /

\*Please provide the original signed document (a scanned copy is acceptable provided the original document is retained for records).

DD MM YYYY

# Nominated Entity Appointment

## (B) Nominated Entity attestation and consent (please use BLOCK LETTERS)

Nominated Entity name

Nominated Entity address

Postal address		
Suburb/Town	State	Postcode

Nominated Entity Australian business number (ABN or ACN)

Nominated Entity responsible person name

Title	Fist name
Last name	

Nominated Entity responsible person contact details

Telephone	Mobile
Fax	
Email	
Preferred method of contact	

# Nominated Entity Appointment

## Nominated Entity responsible person attestation and consent

Nominated Entity responsible person name  
(Please use BLOCK LETTERS)

Nominated Entity responsible person attestation

I certify that to the best of my knowledge the information contained in this Nominated Entity Appointment form is true and complete.

I declare the entity is eligible to be appointed as the Nominated Entity of the registered political party under Division 4A, Subdivision 2 – Register of Nominated Entities, section 222F of the *Electoral Act 2002* and make the following declarations:

- The entity is an incorporated body that:
  - operates for the principal benefit of the members of the registered political party; or is established and maintained, or is the trustee of a trust established and maintained, for the principal benefit of the members of the registered political party. (Note: For any appointments made after 1 July 2020, or further appointments beyond the first appointment of a Nominated Entity made after 1 August 2018, a Nominated Entity must satisfy the VEC that it is controlled, within the meaning of section 50AA of the *Corporations Act 2001* (Cth), by the registered political party and operates or is established/maintained for the sole benefit of the members of the registered political party. Please see sections 222F(2) and (3) of the *Electoral Act 2002*
  - does not have voting rights in the registered political party
  - is not the Nominated Entity of another registered political party
  - has not, or an officer of the entity within the meaning of section 9 of the *Corporations Act 2001* (Cth) has not, been convicted of an offence under Part 12 of the *Electoral Act 2002*.

On behalf of the Nominated Entity I give my consent to the appointment as the Nominated Entity of the registered political party under Division 4A, Subdivision 2 – Register of Nominated Entities, section 222G of the *Electoral Act 2002*.

*Continued overleaf*

# Nominated Entity Appointment

I have completed and signed this Nominated Entity attestation and consent to certify consent to the appointment as the Nominated Entity of the registered political party.

I understand that the appointment of the entity as the Nominated Entity of the registered political party will take effect when the VEC enters the name and address of the entity on the Register of Nominated Entities, which will be published on the VEC website.

I understand that the VEC may remove the name and address of an entity from the Register of Nominated Entities if the VEC receives written notice from the entity of a change in eligibility; or that the entity has resigned as the Nominated Entity of the registered political party; or if the appointment is revoked by the registered political party; or if the entity, or an officer of the entity within the meaning of section 9 of the *Corporations Act 2001* (Cth) is convicted of an offence against Part 12 of the *Electoral Act 2002* or Part XX of the *Commonwealth Electoral Act 1918* (Cth)

I understand that a Nominated Entity is obliged to provide written notice to the VEC within seven days of it ceasing to meet the eligibility requirements of a Nominated Entity prescribed under the *Electoral Act 2002*.

**Nominated Entity responsible person signature\***

Date

/ /

*\*Please provide the original signed document (a scanned copy is acceptable provided the original document is retained for records).*

DD MM YYYY