

Appoint Party Secretary



Completing this form:

- This form should be used by a political party applying for federal registration to notify the AEC of the appointment of its party secretary. An application for registration of a political party must be accompanied by an Appoint Party Secretary form.
- The party secretary is a very important position recognised in the *Commonwealth Electoral Act 1918* with considerable power under the Act. Independent confirmation of the appointment of the secretary is required.
- Further information is provided in the [Party Registration Guide](#) available at www.aec.gov.au
- Information on this form is collected under the *Commonwealth Electoral Act 1918* and is not made public.

Name of political party:

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Secretary's details:

Name			
Street Address			
Postal Address	Suburb/town	State	Postcode
Daytime Telephone	()	After hours ()	
Mobile		Fax number ()	
Email address			

Signature of secretary

...../...../.....
Party title of secretary (director, convenor, secretary, etc.)

Certification by independent party official:

Because of the importance of the role of the party secretary, an independent party official such as the President, Treasurer, etc needs to certify that the secretary has been properly appointed in accordance with the party's constitution to perform the role defined in the Commonwealth Electoral Act 1918.

I, certify that the secretary named above was properly appointed
(Name of party official)
under the party constitution to manage the party on a day to day basis on/...../.....
(date of appointment)

Party official's signature

...../...../.....
Title of party official

Enquiries and form should be forwarded to:

Email: fad@aec.gov.au
Phone: 02 6271 4552
Fax: 02 6293 7655

Funding and Disclosure Section
Australian Electoral Commission
PO Box 6172
Kingston ACT 2604

Office use only
Date received