



CLAIM FOR INCLUSION ON THE ROLL OF NON-RESIDENT OWNERS OF RATEABLE LAND OR
THE ROLL OF OCCUPIERS AND RATEPAYING LESSEES FOR KU-RING-GAI COUNCIL

FORM FOR INDIVIDUAL OWNERS, OCCUPIERS AND RATEPAYING LESSEES

Instructions: This form must be received by the General Manager of Ku-ring-gai Council by 6:00pm (EST) Monday 5 August 2024.

By post: Locked Bag 1006, Gordon NSW 2072

By hand: 818 Pacific Highway, Gordon NSW 2072

By email: krg@krg.nsw.gov.au

***Do not** use this form if you need to nominate an elector. Use 'Form for nomination of an elector by joint/several, corporate or trustee owners, occupiers or ratepaying lessees.'*

Note: A person may not be enrolled or vote more than once in a Council area. If you have a claim for enrolment in more than one ward and you are a resident in the area, you may only be enrolled for the ward of which you are a resident. If you are not a resident and have a claim for enrolment in more than one ward, you may specify which ward you wish to be enrolled in by giving written notice to the Council's general manager before 5 August 2024. If no such notice is given, a ward will be chosen for you by the General Manager.

Section 1 – Property details

Lot #: _____ DP/SP#: _____ For ratepaying lessees only – Rates assessment number: _____

Suite/Level/Unit/Street Number & Street Name: _____

Town/Suburb: _____ State: _____ Postcode: _____

Council & Ward: _____

Section 2 – Claimant's details

Surname: _____ Given name(s): _____

Date of birth: ____/____/____

Residential address _____

Phone number: _____ Email address: _____

Postal address (If different to residential): _____

I am the (tick one): Owner Ratepaying Lessee Occupier of the property described in Section 1.

For occupiers only – Date our occupancy expires: ____/____/____

For ratepaying lessees only – Date until which we are liable to pay rates: ____/____/____

PLEASE COMPLETE ALL PAGES OF THIS FORM 

I am entitled to enrol and claim the inclusion of my name on the roll of non-resident owners of rateable land or the roll of occupiers and ratepaying lessees for Ku-ring-gai Council, in _____ ward.

I am already enrolled in this or another ward (if any) of Ku-ring-gai Council.

(tick one): Yes No

Claimant's signature _____ Date ____/____/____

Section 3 – Statement by witness

I am of or above the age of 18 years. I saw the claimant sign this claim, and believe, to the best of my knowledge that the statements in the claim are true.

Witness surname: _____ Witness given name(s): _____

Witness signature: _____ Date ____/____/____

OFFICE USE ONLY

Date received _____ Received by: _____

Processed date _____ Processed by: _____

Claim allowed? Yes No Elector informed of outcome? Yes No

Date _____

Non-residential rolls

Information for councils

What is a non-residential roll?

There are two non-residential rolls:

- the *roll of non-resident owners of rateable land*, and
- the *roll of occupiers and rate-paying lessees*.

These two rolls are combined with the residential roll to form the *roll of electors* for a council area, which is used during an election. The residential roll is the list of people who live in the council area and are eligible to vote in elections

Why do non-residential rolls exist?

The non-residential rolls provide people who are non-resident owners, occupiers and rate-paying lessees of rateable land within the council area an opportunity to have a say in who is elected to council.

Who manages the non-residential rolls?

It is the responsibility of the general manager of the council to maintain the roll of non-resident owners of rateable land and the roll of occupiers and rate-paying lessees.

After each election, the non-residential rolls lapse. Then as soon as is practicable, the general manager prepares new rolls for the next election and keeps them updated. If you applied to be on a roll previously and are still qualified to be on that roll, you should be included on the new roll.

Is it compulsory to be on a non-residential roll if I am eligible to be?

No.

Is it compulsory to vote if I am on a non-residential roll?

No, if you are on a non-residential roll, you do not have to vote and will not receive a fine for not voting. It is still compulsory that you vote in the area where you are on the residential roll.

Can I enrol and vote more than once in the same council area?

- No. If you are a resident of a council area then you are not permitted to also enrol as a non-resident in that area.
- Non-residents who own, occupy, or pay rates on multiple parcels of land in the same area may only be enrolled once for that area. This also applies to corporations, trustees and joint/several owners, occupiers and rate paying lessees of multiple parcels of land – they may nominate only one person to be enrolled on each non-residential roll, if eligible.

Who is eligible to be on a non-residential roll?

You must be eligible to vote at Federal or State elections to be on a non-residential roll. Your eligibility must be based on land within the council area and must not only be used as a car park.

To be on the *roll of non-resident owners of rateable land*, you must be:

- the sole owner of the rateable land, or
- nominated as the elector by the joint or several owners of the rateable land, or
- nominated as the elector by the corporation or trustees who own the rateable land, or
- the lessee of the land from the Crown and the land is rateable Crown land.

To be on the *roll of occupiers and rate-paying lessees*, you must be:

- the sole occupier or ratepaying lessee of rateable land, or
- nominated as the elector by the joint or several occupiers or ratepaying lessees of the rateable land, or
- nominated as the elector by the corporation or trustees who occupy or are the ratepaying lessee of the rateable land,

and have the legal right to occupy the land, or be responsible for paying all or part of the rates on the land for 3 years following the date you apply to be on the roll.

Use the **Form for individual owners, occupiers and ratepaying lessees** or **Form for nomination of an elector by joint/several, corporate or trustee owners, occupiers or ratepaying lessees** to apply to be on a non-residential roll. The general manager of the council will advise you within 7 days if your enrolment was accepted.

How can I check what roll I am on?

You can check your residential enrolment at check.aec.gov.au or by calling the AEC on 13 23 26.

Contact your local council to check whether you are enrolled on a non-residential roll.

Can I inspect the non-residential rolls?

The general manager should make the latest copy of the non-residential rolls available for public inspection during office hours at the office of the council, once it has been prepared.

Contact the council in which you are applying for enrolment if you have questions or concerns about your non-residential enrolment.