

## ***Electoral Act 2017***

### **APPROVAL OF THE MANNER AND FORM OF POSTAL VOTE APPLICATION**

1. Section 143(1) of the *Electoral Act 2017* (the Act) provides that an elector who will be unable to attend at a voting centre on election day may apply to the Electoral Commissioner to vote by post.
2. Section 143(2) of the Act provides that applications made under s 143 of the Act must be made in the approved manner and form.
3. Section 4 of the Act defines 'approved' as 'approved by the Electoral Commissioner.'
4. I approve the Online Postal Voting Application system as an approved manner and form of applying to vote by post.



**Jóhn Schmidt**  
**Electoral Commissioner**

12 January 2023

## ***Electoral Act 2017***

### **APPROVAL OF THE MANNER AND FORM OF POSTAL VOTE APPLICATION**

1. Section 143(1) of the *Electoral Act 2017* (**the Act**) provides that an elector who will be unable to attend at a voting centre on election day may apply to the Electoral Commissioner to vote by post.
2. Section 143(2) of the Act provides that applications made under s 143 of the Act must be made in the approved manner and form.
3. Section 4 of the Act defines 'approved' as 'approved by the Electoral Commissioner.'
4. I approve an application made by telephone to a person who is performing the functions of an Elector Enquiry Centre operator, Email Escalation Team operator or Centralised Postal Vote Count Centre Enquiries officer as an approved manner and form of applying to vote by post. The Elector Enquiry Centre operator or Email Escalation Team operator will record the application using the Online Postal Vote Application (Admin) system.

**John Schmidt**  
**Electoral Commissioner**

3 February 2023

## ***Electoral Act 2017***

### **STATE GOVERNMENT ELECTIONS**

#### **APPROVAL OF THE MANNER AND FORM OF POSTAL VOTE APPLICATION**

1. Section 143(1) of the *Electoral Act 2017* (the Act) provides that an elector who will be unable to attend at a voting centre on election day may apply to the Electoral Commissioner to vote by post.
2. Section 143(2) of the Act provides that applications made under s 143 of the Act must be made in the approved manner and form.
3. Section 4 of the Act defines 'approved' as 'approved by the Electoral Commissioner.'
4. I approve the application set out by Schedule A (SE.300 Postal vote application) and the application set out by Schedule B (SE.300A Postal vote application for candidates and parties) as an approved manner and form of applying to vote by post.

**John Schmidt**  
**Electoral Commissioner**

30 November 2022

**SCHEDULE A – SE.300 POSTAL VOTE APPLICATION**

# Postal vote application

## NSW State election

### How to apply?



#### Online

Apply online at [opva.elections.nsw.gov.au](https://opva.elections.nsw.gov.au) or scan the QR code.



#### By post

Complete this form and post it to:  
NSW Electoral Commissioner  
Centralised Postal Vote Count Centre  
Locked Bag 5051, ALEXANDRIA NSW 2015

**Applications must be received before 6pm on Monday 20 March 2023.**

**If you are already a registered general postal voter you do not need to complete this form.**

### How to complete this form

1. Complete all details in BLOCK letters using a blue or black pen.
2. Tick (✓) at least one of the reasons in the "Application reason" section that applies to you.
3. You must sign the application. Your application will not be accepted if it is not signed or is incomplete.

The information you provide must be true and complete. Giving false or misleading information is a serious offence carrying a monetary penalty or imprisonment or both.

### Assisting an elector

Electors should complete their own application where possible. If an elector is unable to do so, the elector may ask someone to assist them. The person assisting must sign their own name, write the date and tick the declaration box under their signature.

### What happens next?

- The NSW Electoral Commission will process your application and will attempt to contact you about the outcome of your application (if you have provided your contact details).
- **Postal Vote Packs will be sent out from the week beginning 13 March 2023.**
- The Postal Vote Pack will contain ballot papers, instructions, a postal vote certificate and a reply paid envelope (if posted within Australia).

### Personal information collection notice

The NSW Electoral Commission collects the personal information in this form to process your application to vote by post and to contact you about the status of your application. Our staff and contractors have access to the information in this form. We may disclose this information to third-party providers to carry out our functions and to others if legally required or authorised to do so. See the Privacy Management Plan on our website [elections.nsw.gov.au](https://elections.nsw.gov.au) for information about how to access and correct your personal information.

Political parties and candidates may also send out postal vote applications directly to voters, which are sometimes accompanied by their electoral material and a reply paid envelope. If you choose to return your completed application to the party or candidate, they must forward your form to us for processing. Please note, we do not control what a party or candidate does with any personal information it may collect from you. You do not have to send an application form back to the party or candidate. Instead, you can return it directly to the NSW Electoral Commission via the methods above or you can apply directly to us, visit [elections.nsw.gov.au](https://elections.nsw.gov.au)

### Further information

For more information visit our website [elections.nsw.gov.au/postal](https://elections.nsw.gov.au/postal) or phone **1300 135 736**.

#### Translating and Interpreting Service

If you need an interpreter, please call TIS National on 131 450 and ask them to call the NSW Electoral Commission on 1300 135 736. Our business hours are 9am to 5pm, Monday to Friday.

#### National Relay Service

If you are deaf, hard of hearing and/or have a speech impairment, please contact us through the National Relay Service (NRS). Choose your access option and ask for 1300 135 736.



**SCHEDULE B – SE.300A POSTAL VOTE APPLICATION FOR CANDIDATES AND  
PARTIES**

## How to apply?



### Online

Apply online at [opva.elections.nsw.gov.au](https://opva.elections.nsw.gov.au) or scan the QR code



### By post

Complete this form and post it to:  
NSW Electoral Commissioner  
Centralised Postal Vote Count Centre  
Locked Bag 5051, ALEXANDRIA NSW 2015

**Applications must be received before 6pm on Monday 20 March 2023.**

**If you are already a registered general postal voter you do not need to complete this form.**

## How to complete this form

1. Complete all details in BLOCK letters using a blue or black pen.
2. Tick (✓) at least one of the reasons in the "Application reason" section that applies to you.
3. You must sign the application. Your application will not be accepted if it is not signed or is incomplete.

The information you provide must be true and complete. Giving false or misleading information is a serious offence carrying a monetary penalty or imprisonment or both.

## Assisting an elector

Electors should complete their own application where possible. If an elector is unable to do so, the elector may ask someone to assist them. The person assisting must sign their own name, write the date and tick the declaration box under their signature.

## What happens next?

- Your application will be processed and the NSW Electoral Commission will attempt to contact you about the outcome of your application.
- **Postal Vote Packs will be sent out from the week beginning 13 March 2023.**
- The Postal Vote Pack will contain ballot papers, instructions, a postal vote certificate and a reply paid envelope (if posted within Australia).

## Personal information collection notice

This application has been supplied to you by a political party or candidate. If you choose to return your application via the party or candidate, they must forward your application to the NSW Electoral Commission for processing. We cannot control what information a party or candidate may collect from this form, or how they may use, store, or disclose your personal information.

You do not have to send this application back to the party or candidate. You can return it directly to us using the address listed over the page or you can apply directly with us at [elections.nsw.gov.au](https://elections.nsw.gov.au)

The NSW Electoral Commission collects the personal information in this form to process your application to vote by post and to contact you about the status of your application. Our staff and contractors have access to the information in this form. We may disclose this information to third-party providers to carry out our functions and to others if legally required or authorised to do so. You are not required to provide the information required by this form, but if you do not provide all of the information requested we may not be able to process your application. See the Privacy Management Plan on our website [elections.nsw.gov.au](https://elections.nsw.gov.au) for information about how to access and correct your personal information.

## Further information

For more information visit our website [elections.nsw.gov.au/postal](https://elections.nsw.gov.au/postal) or phone **1300 135 736**

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If you are deaf, hard of hearing, and/or have a speech impairment, please contact us through the National Relay Service (NRS).

Choose your access option and ask for 1300 135 736.

RPP MATERIAL PLACEHOLDER





## ***Electoral Act 2017***

### **STATE GOVERNMENT ELECTIONS**

#### **APPROVAL OF POSTAL VOTE CERTIFICATE**

1. The Electoral Commissioner has determined that postal voting at the 2023 general election is to be conducted under the *Electoral Act 2017* ('the Act'), Part 7, Division 10 as modified by Schedule 8 to the Act.<sup>1</sup>
2. Sections 144(a) and 145(2)(a) of the Act, as modified by clauses 1 and 2 of Schedule 8 to the Act respectively provide that registered early voters (postal) and those applicants entitled to vote by post must be delivered or posted a postal vote certificate in the approved form.
3. Section 4 of the Act defines 'approved' as 'approved by the Electoral Commissioner.'
4. I approve the form of the postal vote certificate set out by Schedule A (SE.301 Postal vote certificate).



**John Schmidt**  
**Electoral Commissioner**

25 November 2022.

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<sup>1</sup> "2023 State general election Determination regarding the conduct of postal voting" LD2022-9410.

**SCHEDULE A – SE.301 POSTAL VOTE CERTIFICATE**

LA BALLOT  
PAPER ARTWORK  
PLACEHOLDER



# Postal vote certificate

Section 145 of the Electoral Act 2017

Elector's postal vote certificate	
Elector's district	<<ENROLLEDDISTRICT>>
PV application no	<<APPLICATIONID>>
Elector's ID	<<ELECTORID>>
Full name	<<PVAPPLICANTNAME>>
Enrolled address	<<PVAPPLICANTADDRESS LINE 1>> <<PVAPPLICANTADDRESS LINE 2>>
Election date	25/03/2023
Date issued	<<ISSUEDATE>>

## Certificate of elector

### I certify that:

- I have not already voted in this election.
- I signed and dated this envelope in the presence of a witness before 6 pm on election day.
- Information I have given is true and complete and I understand that giving false or misleading information is a serious offence.

<input type="text"/>	DD/MM/YYYY
SIGNATURE OF ELECTOR	DATE

Tick if you signed because the elector required assistance or is under religious obligation not to sign. Another person must be the witness below.

Security question:  
Answer:

SECURITY QUESTION ANSWER IS REQUIRED FROM ALL ONLINE APPLICANTS

## Certificate of witness

I certify that the 'certificate of elector' was signed by the elector in my presence as a witness before 6 pm on election day.

<input type="text"/>	DD/MM/YYYY
SIGNATURE OF WITNESS	DATE

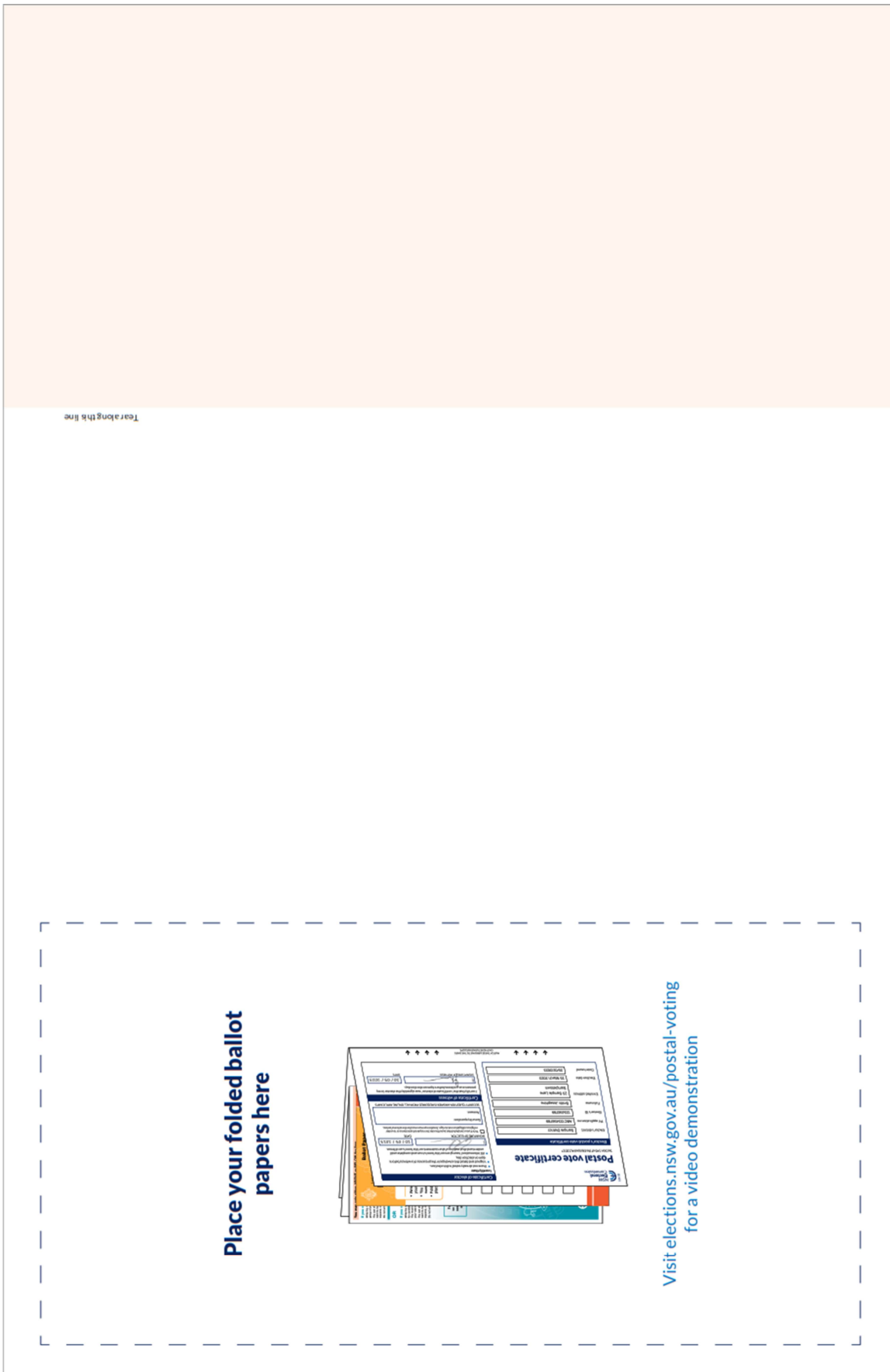
MATCH THESE ARROWS TO THE ONES ON THE RETURN ENVELOPE



NSW Electoral Commission  
Centralised Postal Vote Count Centre  
<<District>>  
<<District Reply Paid No.>>  
<<Suburb>> <<NSW>> <<Postcode>>  
<<Country (if applicable)>>

<<PVAPPLICANTNAME>>  
<<POSTALADDRESSLINE1>>  
<<POSTALADDRESSLINE2>>  
<<POSTALADDRESSLINE3>>

Delivery Address:  
Locked Bag 5051, ALEXANDRIA NSW 2015



Tear along this line

**Place your folded ballot  
papers here**



Visit [elections.nsw.gov.au/postal-voting](https://elections.nsw.gov.au/postal-voting)  
for a video demonstration