



Borough of Queenscliffe

Queenscliff & Point Lonsdale, Victoria, Australia

Company Nominee Appointment/Notification

Please note: This form is to be completed to enable enquiries and property information to be transferred between Council and the Company nominee. The Nominee will automatically be entitled to a vote at Council Elections. Voting is only compulsory if the Nominee resides within the Borough of Queenscliffe.

Only one Nominee per company can be appointed, even if the Company owns multiple properties.

It is the responsibility of the Company to notify Council of any change to the Nominee status, i.e. change of Name or Identity, Address etc. and must be submitted either on this form or on Company Letterhead and signed by the Director, Secretary and the appointed Nominee.

Property Address: _____

Company Name: _____

Company ACN: _____

NOMINEE'S ADDRESS:

Name of Nominee: _____

Address: _____

Suburb: _____ **P/Code:** _____

Phone Number: _____

Email: _____

Nominee's Date of Birth: _____ *(Essential for voting rights)*

Signature of Director: _____ **Print Name:** _____

Signature of Secretary: _____ **Print Name:** _____

I declare that I, _____ accept the appointment as Nominee for

(Company Name) _____

Signature of Nominee: _____ **Date:** _____

Office Use: **Property Number:** **Change Input By:** **Date:**

Privacy Note : Council collects personal information to fulfil its statutory obligations, and to ensure that it can provide services to you. In some instances Council cannot provide some of its services unless you provide us with necessary information. Council will only use personal information for the purposes for which it was collected. Council staff are happy to discuss your privacy queries, however if you require further assistance you should contact our Privacy Officer on 5258 1377.