[barcode]
ID: [elector ID]

[elector name]
[elector address]

Dear [elector salutation][elector last name]

Apparent failure to vote – ACT Legislative Assembly election [election date]

According to my records, it appears that you did not vote at the ACT Legislative Assembly election held on [election date].

It is an offence to fail to vote at an ACT election without a valid and sufficient reason.

Please follow the instructions on the back of this notice to resolve this matter, if you:

- **DID VOTE**; or

- **DID NOT VOTE**, but believe you have a valid and sufficient reason for not voting; or

- **DID NOT VOTE**, and wish to pay the $20 penalty to finalise the matter.

The penalty for failing to vote is $20 if paid to the ACT Electoral Commission, or a maximum fine of $50 (plus any court costs) if the matter is dealt with by the Court.

If you do not respond to this notice by [reply date], I may be obliged to have the matter dealt with by the Court.

If the elector to whom this notice is addressed is absent or incapacitated, another person may respond on his or her behalf.

Please note that giving false or misleading information in replying to this notice is a serious offence.

Yours sincerely

[Electoral Commissioner name]
Electoral Commissioner

[mailing date]

Ground Floor, North Building, Civic Square,   Phone: 02 6205 0033   elections@act.gov.au
180 London Circuit, Canberra City   PO Box 272, Civic Square ACT 2608   www.elections.act.gov.au

Authorised by the ACT Parliamentary Counsel—also accessible at www.legislation.act.gov.au

Elector's reply regarding apparent failure to vote at the ACT Legislative Assembly election held on [election date]

Your enrolment as at polling day was: **[elector name]**
[elector enrolled address]

Elector ID:
[elector ID]

Your daytime contact phone:

Your email address:

To reply to this notice:

■ If you are paying the $20 penalty, use one of the payment methods listed below, or;
■ Provide a reason for not voting, or if you did vote, tell us where you voted, by:
  ▪ Completing the form at **www.elections.act.gov.au/failure_to_vote**; or
  ▪ Completing and returning this form in the reply-paid envelope provided or scanning and emailing this form to elections@act.gov.au.

Please note – you cannot provide information about where you voted or why you did not vote over the phone.

1. IF YOU DID VOTE

Write the name of the polling place where you voted for the ACT Legislative Assembly election on [election date]:

2. IF YOU DID NOT VOTE and believe you have a valid and sufficient reason for not voting

Please state your reason below. You will be advised if your reason is not acceptable.

I did not vote at the ACT Legislative Assembly election held on [election date] because ....

....

....

....

3. IF YOU DID NOT VOTE and wish to pay the penalty of $20

Do not send cash through the postal service.

Please use one of the payment methods below:

Internet Pay by credit card (Mastercard, Visa) or debit card over the internet at **www.elections.act.gov.au/failure_to_vote** (*do not return this form*).

Phone Pay by credit card (Mastercard, Visa) or debit card over the phone, by contacting the Access Canberra Contact Centre on 13 22 81 between:
  • Monday to Friday - 7:00am and 8:00pm
  • Saturday - 8:00am and 5:00pm
  • Sunday - 9:00am and 5:00pm.
Your payment details will be processed via the internet (*do not return this form*).

Elections ACT Office
  Pay by cash or cheque/money order (made out to the '*ACT Electoral Commission*') or credit card (Mastercard or Visa) or debit card, at the office of Elections ACT, Monday to Friday – 9:00am to 5:00pm – **bring this form with you**. Your payment details will be processed via the internet if paying by credit or debit card.
Address: Ground floor, North Building, Civic Square, 180 London Circuit, Canberra City.

Elector ID:
[elector ID]

[barcode]

Note: Payment of the $20 penalty fully discharges any liability in relation to your apparent failure to vote. No further proceedings can be taken against you and you will not be regarded as having been convicted of an offence. However, if for any reason your cheque is not honoured by your bank, or the credit or debit card details provided are rejected, it will be deemed that payment of the penalty has not been made.