

**FOR MORE INFORMATION
VISIT ELECTIONS.ORG.NZ OR CALL
0800 ENROL NOW (0800 36 76 56)**



Electoral Enrolment Centre
New Zealand Post Limited
P O Box 190
Wellington 6140

Phone: 0800 ENROL NOW
(0800 36 76 56)
Fax: (04) 801 0709

email: enrol@elections.org.nz
Website: elections.org.nz

**EVERYTHING YOU
NEED TO KNOW ABOUT**

**ENROLLING
TO VOTE**



YOU MUST BE ENROLLED TO VOTE IN NEW ZEALAND PARLIAMENTARY ELECTIONS

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At least once every three years New Zealand holds a General Election to choose a new Parliament and Government. There are General and Māori electorates. Each electorate has a roll, or a list, of everyone who is enrolled to vote. If you are aged 18 years or older and eligible to enrol the law says you must be on the roll. If you're 17 years of age you can provisionally enrol. Once enrolled you must keep your details up to date. Registrars of Electors, who work for New Zealand Post Ltd, look after the rolls.

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INTRODUCTION

ENROLLING TO VOTE

AM I QUALIFIED TO ENROL?

You are qualified and must legally enrol if:

- You are a New Zealand citizen or a permanent resident of New Zealand, and,
- You are 18 years old, or older, and,
- You have lived in New Zealand for more than one year continuously at some time, and,
- You are not disqualified.

AM I DISQUALIFIED FROM ENROLLING?

You cannot enrol if:

- You are a New Zealand citizen who is outside New Zealand and has not been in New Zealand within the last 3 years.
- You are a permanent resident of New Zealand who is outside New Zealand and has not been in New Zealand within the last 12 months.

(Note: There are exceptions to the above two rules. For example, public servants or members of the Defence Force who are on duty outside New Zealand, as well as members of their families.)

There are other grounds of disqualification that affect a very small number of people. Registrars of Electors are notified of people covered by any such ground. If you have any questions or concerns about other grounds for disqualification, call 0800 ENROL NOW (0800 36 76 56) or see our website – elections.org.nz.

WHY SHOULD I BE ENROLLED?

You must enrol if you are qualified to do so. Being enrolled gives you the opportunity to vote. Voting is your chance to have your say about which people and which political parties are elected to New Zealand's Parliament at each general election. You also have the opportunity to vote at local council and district health board elections and any referenda or polls.

HOW DO I ENROL?

Just fill in an enrolment form called "Enrolling to vote: Application". You **MUST** apply for registration on an electoral roll, even if you don't want to vote.

If you're a New Zealand Māori, or a descendant of a New Zealand Māori, and enrolling for the first time you can also use the application to say which roll you want to be on. You can choose between either the Māori or General roll.

WHERE DO I GET AN ENROLMENT FORM?

- Fill in and post the coupon at the back of this booklet and we'll send you one.
- They're free from any PostShop.
- Phone us free on 0800 ENROL NOW (0800 36 76 56), and we'll send you one.
- Freetext your name and address to 3676, and we'll send you one.
- Request, or print one, from our website – elections.org.nz.

After you have filled in the form drop it in at any PostShop or post it (no postage stamp required) to:

**FREEPOST 2 ENROL
ELECTORAL ENROLMENT CENTRE
P O BOX 190, WELLINGTON 6140**



CAN I ENROL USING THE INTERNET?

Yes, simply go to our website – elections.org.nz – and click the “enrol, check or update” button. Follow the steps to fill your enrolment details. You can then download and print off an enrolment form with your details already filled in, sign this and send it in to complete the process.

Alternatively, you can submit the transaction and we will send a pre-printed personalised enrolment form for you to check, sign and send back. You can also check your enrolment details online at the website.

CAN I UPDATE MY DETAILS USING THE INTERNET?

A person is able to update their enrolment details electronically once they have filled in, and the Registrar of Electors has accepted, an ‘Enrolling to vote: Application’ form that shows they want to opt in to this service. An applicant’s email address is also required.

The electronic updating of enrolment details is accessed via an igovt logon which allows the use of the same logon details to access various government online services – igovt is secure and maintains your privacy.

Once your enrolment has been processed you will be contacted at the email address provided on your application form to complete registration with the elections enrolment online service. This will either require you to set up an igovt logon, or to use your existing igovt logon if you have one.

Should you decide you no longer wish to be able to update your enrolment details electronically, you need to advise the Registrar of Electors that you opt out of the electronic transactions option. Access to your enrolment record will be amended accordingly.

CAN I ENROL BEFORE I'M 18?

Yes, as soon as you turn 17 you can make a “provisional enrolment” by filling in an enrolment form. When you turn 18 you’ll be automatically enrolled.

More information is available in our booklet called “Enrolling to vote before you’re 18”. Available at any PostShop or call 0800 ENROL NOW (0800 36 76 56) to be sent one.

I'M DISABLED.

CAN I HAVE HELP WITH ENROLLING?

If you are physically disabled and need help to complete and return your enrolment form here’s what you can do:

- You can have your form completed and signed by a registered elector. They must print on your form next to their signature “Elector Physically Disabled – signed by their direction”.
- Or, you can have the form completed and signed by a person who holds a Power of Attorney from you. They must print on the form next to their signature “Elector Physically Disabled – Power of Attorney”.

If a member of your family is mentally incapable you may be able to enrol them. Call us free on 0800 ENROL NOW (0800 36 76 56) for details.



**YOU NEED TO BE
ENROLLED
BEFORE YOU CAN VOTE**

I HAVE FAMILY OR FRIENDS OVERSEAS. CAN I ENROL THEM?

Yes. Provided they're still eligible to enrol you may be able to fill in their enrolment form. Here's what you can do:

- If you're a registered elector you can fill in their form and sign it. You must print on their form next to your signature "Elector Overseas – signed by their direction".
- Or, if you hold a Power of Attorney from them you can fill in and sign their form. You must print on the form next to your signature "Elector Overseas – Power of Attorney".

WHAT IS THE UNPUBLISHED ROLL?

If you believe that having your details recorded on the printed roll could threaten your personal safety, you may request that your particulars are not shown on the printed roll. You will need to make a separate application for this and produce some evidence of your personal circumstances, such as a protection order, a restraining order, or a statutory declaration from a constable.

More information and the application form are available in our booklet called "Everything you need to know about the unpublished electoral roll". Available at any PostShop or call 0800 ENROL NOW (0800 36 76 56) to be sent one.

WHAT HAPPENS TO MY ENROLMENT FORM AFTER I'VE SENT IT BACK?

Your Registrar of Electors will check to ensure it's filled in correctly. If it is, your name will go on the roll of the electorate you've last lived in for at least a month. We'll send you notification in the mail to confirm your enrolment.

WHAT INFORMATION DO I NEED TO GIVE?

Please answer all questions on the enrolment form so we can enrol you correctly. Only the items marked with a star (*) will be printed in the electoral roll.

***YOUR FULL NAME:**

This is needed to check that you've enrolled correctly, and to distinguish between people with the same family name or similar names.

DATE OF BIRTH:

This shows your Registrar of Electors that you are old enough to enrol and can also help us distinguish between people with the same name.

SIGNATURE AND DATE:

If you are a New Zealand Māori, or a descendant of a New Zealand Māori, you **MUST** sign and date in either the Māori panel or the General panel. **YOU MUST NOT SIGN BOTH.** It is important you choose carefully which roll you want to be on. All other people must sign and date in the General panel. If you are physically disabled or overseas the application may be signed on your behalf.

***RESIDENTIAL ADDRESS:**

This is your home address. A New Zealand Post Box or rural delivery number isn't enough to describe your address. We require your full home address so we can enrol you in the electorate in which you 'reside'.

You "reside" at the place where you choose to make your home because of family or personal relations or for other domestic or personal reasons. Just because you may be occasionally or temporarily absent from that place does not mean that you do not reside there. Being absent from your place of residence because of your employment or education (or your spouse's employment or education) does not affect it either. The most important factor in working out where you reside is where you choose to make your home.

POSTAL ADDRESS:

This is needed if your postal address is different from your residential address. We need to write to you to confirm your enrolment.

*OCCUPATION:

This can also help us distinguish between people who have the same name. It can often appear on the printed roll in a shortened form.

UPDATE DETAILS ELECTRONICALLY IN FUTURE:

If you wish to update your details electronically in the future, without filling in a form, tick the “Yes” circle and advise your email address in Section D on the reverse of the form.

ARE YOU MĀORI?

Only New Zealand Māori, or descendants of New Zealand Māori, may answer by ticking the “Yes” circle. All other people must tick the “No” circle.

PHONE NUMBERS:

These are needed in case we have to contact you.

SKETCH MAP:

If you live at an un-numbered address, a sketch map showing the location of your residence is required to assist in establishing your correct electorate.

HAVE YOU CHANGED YOUR ADDRESS RECENTLY?

If you've lived at your present residential address for less than one month, please complete these panels.

NEW ZEALANDERS OVERSEAS:

You must only fill in these panels if you're overseas. Please print when you last lived in New Zealand, when you moved overseas, and the last address you lived at for at least one month before you left New Zealand.



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MĀORI ENROLMENT

MĀORI ELECTORAL OPTION?

If you're a New Zealand Māori, or a descendant of a New Zealand Māori, you can choose to be on either the Māori or General roll.

I'M A NEW ZEALAND MĀORI. HOW DO I CHOOSE WHICH ROLL TO GO ON?

Generally every five years, a Māori Electoral Option form is sent to everyone on the electoral rolls who have said they are of New Zealand Māori descent. This form is used to choose whether you want to be on the Māori roll or the General roll. This is called the Māori Electoral Option exercise.

WHAT IF I'M A MĀORI ENROLLING FOR THE FIRST TIME?

You can choose which type of roll to go on if you're a New Zealand Māori, by signing the appropriate panel on the enrolment form. Once you've made your choice you can't change until the next Māori Electoral Option exercise.

HOW OFTEN IS THE MĀORI ELECTORAL OPTION HELD?

The Māori Electoral Option is held generally once every five years over a four-month period following a population and dwelling census and gives Māori electors the chance to review and change the roll type they are enrolled on.

I'M A PACIFIC ISLANDS POLYNESIAN. CAN I BE ON THE MĀORI ROLL?

No. It is only for New Zealand Māori and descendants of New Zealand Māori. Cook Islands Māori and other Pacific Islanders who are qualified to enrol go on the General roll.

More information is available in our booklet called “Enrolling to vote as a New Zealand Māori”.

ELECTORAL ROLLS

WHAT IS A PARLIAMENTARY ELECTORAL ROLL?

The roll is a book listing everyone in the electorate who has enrolled. It includes their names, residential addresses and occupations. Anyone has the right to have a look at it. A new one is published every year, except Parliamentary election years. In those years there are two printed; the first is for everyone to check they're listed correctly, the second is used on Election Day.

WHERE CAN I SEE AN ELECTORAL ROLL?

Each Registrar of Electors' office and public library has all the rolls for New Zealand. Also every PostShop has copies of the General and Māori roll for its area. Many of the larger PostShops have rolls for nearby electorates as well.

Alternatively, you can check your enrolment details on our website – elections.org.nz.

WHAT IS ELECTORAL INFORMATION USED FOR?

When you enrol, only your names, residential address and occupation will appear on the printed roll for your electorate. This document is open to inspection by any member of the public. This information together with your age group, postal address or fact of Māori descent (if applicable), may be supplied to scientific or health researchers, candidates, members of Parliament or political parties. The information is also provided to local councils for their and district health board elections, referenda and polls. Jury rolls are also compiled using electoral information.

KEEPING YOUR ENROLMENT DETAILS UP TO DATE

WHAT DO I DO IF I CHANGE MY ADDRESS?

Just before you move, fill in a New Zealand Post "Mail Re-direction Request" form at any PostShop. You'll get your mail delivered to your new address, plus your Registrar of Electors will also be advised you've moved.

If your new address is still in the same electorate your Registrar of Electors will just update the roll and send you a new notice of confirmation.

However, if you have moved into a new electorate, you'll be sent a pre-printed personalised enrolment form for you to check, sign and send back. The Registrar of Electors for your new electorate, after receiving your signed form, will enrol you and send you a notice of confirmation.

If the Registrar of Electors can't find your name on any rolls, they will mail an enrolment form to your new address.

Alternatively, you can fill in a new enrolment form or go to our website – elections.org.nz – and update your address online.

WHAT DO I DO IF I CHANGE MY NAME OR OCCUPATION?

If you change your name or occupation you should advise your Registrar of Electors in writing of the change as soon as possible. Alternatively, you can fill in a new enrolment form or update your details on our website – elections.org.nz.

WHAT HAPPENS IF I FORGET TO UPDATE MY DETAILS?

If you forget to update your details we may not be able to contact you during an enrolment update campaign and your name will be removed from the roll. You will then need to re-enrol.

ENROLMENT UPDATE CAMPAIGN

WHAT IS AN ENROLMENT UPDATE CAMPAIGN?

Every year thousands of New Zealanders make changes to their lives. They move house, they marry, they change their occupation. Many return from overseas. Sometimes they don't advise these changes to the Registrar of Electors.

That's why we have enrolment update campaigns at regular intervals. Everyone has to check and update, if necessary, any of their details so Registrars of Electors can include all the changes in the new electoral rolls.

WHAT DO I DO WHEN THERE'S AN ENROLMENT UPDATE CAMPAIGN?

You have to check and amend, if necessary, your enrolment details. The Registrar of Electors makes it easy by sending a form to everyone on the old rolls. Your enrolment update form will show your personal details as they're recorded. There is space for you to make corrections. Then just sign and date the form and post it back in the reply envelope provided. If all your details are correct you do not need to respond and you will remain enrolled with the details shown on your enrolment update form.

WHAT HAPPENS IF I DON'T SEND BACK MY ENROLMENT UPDATE FORM?

You will remain on the roll with the same details as shown on the enrolment update form.

WHAT IF I RECEIVE AN ENROLMENT UPDATE FORM FOR SOMEONE NO LONGER LIVING AT THE ADDRESS?

You should forward it to them at their new address or, if this is unknown, mark the envelope "Gone no address" and simply send it back in the post. It will be returned to the Registrar of Electors who will remove the person's name from the roll.

WHAT IF I DON'T GET AN ENROLMENT UPDATE FORM?

You must fill in a new enrolment form. Once your Registrar of Electors has received your completed enrolment form your name will appear on the electoral roll.

ELECTORAL BOUNDARIES

I HAVEN'T MOVED BUT I'VE BEEN PUT IN A DIFFERENT ELECTORATE. WHY?

Each electorate must have roughly the same number of people in it. But some areas can grow while others shrink, and the boundary lines sometimes need adjusting.

Generally, every five years, after the population and dwelling census, the boundaries for all electorates are looked at. If there has been a large population shift in an electorate the boundaries may have to change to keep the electorates even, with approximately the same number of people in them. These new boundaries are then used for the next election.

OTHER ELECTIONS

WHAT IS A PARLIAMENTARY BY-ELECTION?

Sometimes a constituency seat in Parliament becomes vacant between General Elections. Then the people in that electorate get the chance to vote for a new Member of Parliament. This is called a by-election. An updated electoral roll will be produced for that electorate.

WHAT ARE LOCAL ELECTIONS?

When you enrol as a Parliamentary elector you're also automatically enrolled for your local council roll. This means you can also vote in your local council and district health board elections. This includes electing a mayor for your city or district, and members to represent you on your regional council, city or district council, community board, district health board and some other bodies such as licensing trusts.

AM I ENTITLED TO VOTE IN A CITIZENS INITIATED REFERENDA AND/OR GOVERNMENT INITIATED REFERENDA?

Once you're enrolled as a Parliamentary elector you are automatically enrolled to vote for Citizens and/or Government Initiated Referenda.

FURTHER INFORMATION

HOW DO I GET MORE INFORMATION?

Further information about enrolling to vote can be obtained by:

- visiting our website elections.org.nz
- calling free 0800 ENROL NOW (0800 36 76 56)
- reading the booklets
 - Everything you need to know about the unpublished electoral roll*
 - Enrolling to vote before you're 18*
 - Enrolling to vote as a New Zealand Māori*

*available from PostShops or Registrars of Electors offices.

**THANK YOU
FOR READING THIS BOOKLET.**

**WE HOPE IT HAS ANSWERED ALL YOUR
QUESTIONS ON ENROLLING TO VOTE.**

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Freepost Authority Number 2 ENROL



ELECTORAL ENROLMENT CENTRE

Electoral Enrolment Centre
New Zealand Post Limited
PO Box 190
Wellington 6140



Name (Mr./Mrs./Miss/Ms):

Address:

City/Town:

Postcode:

CAN I GET THIS INFORMATION IN OTHER LANGUAGES?

Our website has this booklet available in a number of languages.



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Please send me the following number of electoral enrolment forms to the above address: