

City of Wanneroo  
23 Dundebur Road, Wanneroo WA 6065  
Locked Bag 1, Wanneroo WA 6946

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[wanneroo.wa.gov.au](http://wanneroo.wa.gov.au)

## REQUESTS FOR INFORMATION ABOUT OWNER OCCUPIERS, ELECTORS and RATEPAYERS

Amendments have recently been made to *Regulation 29B* of the *Local Government (Administration) Regulations* which places restrictions on the availability of owner occupier, electoral and ratepayer details to the public.

The amended Regulation states that a person seeking owner occupier, electoral or ratepayer details is required to complete a statutory declaration stating that the information obtained will not be used for commercial purposes<sup>1</sup> by themselves or another person. Persons unable to make this declaration are not able to receive the information.

To simplify the process for the City's customers, a person requesting this information is required to complete the **Request for Information about Owner Occupiers, Electors and Ratepayers Statutory Declaration**, which includes the request for information and a declaration compliant with the change in Regulation.

<sup>1</sup> "Commercial purpose" is defined to mean to seek to obtain by formal application a public record for the purpose of the sale or resale or the producing of a document containing all or part of the copy, printout or photograph for sale, and/or obtaining of names and addresses from the public record for the purpose of solicitation, and/or monetary gain from the direct or indirect use of the public record.

### **How to Submit Request**

In person:

**City of Wanneroo** Civic Centre, 23 Dundebur Road, Wanneroo  
Hours of business: Monday to Friday, 8.30am - 5.00pm

Or

**Clarkson Library**, 27 Ocean Keys Boulevard, Clarkson  
Hours of business: Monday to Friday 9.00am - 5.00pm

Mail the completed and witnessed statutory declaration to:

City of Wanneroo  
Locked Bag 1  
WANNEROO WA 6946

### **Please Note:**

- Only original witnessed statutory declarations providing the required information will be accepted – hard copy only – emails will not be accepted.
- Adjoining neighbour information will be provided free of charge.
- Only name and address can be obtained, phone numbers will not be provided. Other requests for information about owner occupiers, electors and ratepayers may incur a fee as outlined in the City of Wanneroo's fees and charges.

WESTERN AUSTRALIA

OATHS, AFFIDAVITS AND STATUTORY DECLARATIONS ACT 2005

STATUTORY DECLARATION

**Request for Information about Owner Occupiers, Electors and Ratepayers**

I, .....  
.....  
{full name, address and occupation of person making declaration}

sincerely declare as follows:-

In accordance with the relevant provisions of the *Local Government Act 1995*, I am requesting information about electors and ratepayers in the City of Wanneroo on behalf of ..... (name of organisation, if applicable), for the property(s) situated at .....  
.....  
.....

The purpose for which I am seeking the information is.....  
.....  
.....

If I obtain that information I **will not**:

- \* copy it, or
- \* use it for any commercial purpose, or
- \* provide it to any other person, including a person in the organisation on whose behalf I am requesting the information, unless I am satisfied that the person will not use the information for a commercial purpose.

*This declaration is true and I know that it is an offence to make a declaration knowing that it is false in a material particular. This declaration is made under the Oaths, Affidavits and Statutory Declarations Act 2005.*

at .....  
.....  
{place}  
on .....  
{date}  
by.....  
{Signature of person making the declaration}  
.....  
{Daytime phone number and email address of person making the declaration}

In the presence of -  
.....  
{Signature of authorised witness}  
.....  
{Name of authorised witness}  
.....  
.....  
{Qualification as such a witness}

**\*Important** This Declaration must be made before any of the following persons:-

Academic (post-secondary institution)	Local government CEO or deputy CEO
Accountant	Local government councillor
Architect	Loss adjuster
Australian Consular Officer	Marriage Celebrant
Australian Diplomatic Officer	Member of Parliament Minister of religion
Bailiff	Nurse
Bank Manager	Optometrist
Chartered secretary	Patent Attorney
Chemist	Physiotherapist
Chiropractor	Podiatrist
Company auditor or liquidator	Police officer
Court officer (magistrate, registrar or clerk)	Post Office manager
Defence Force officer	Psychologist
Dentist	Public Notary,
Doctor	Public Servant (State or Commonwealth)
Electorate Officer (State – WA only)	Real Estate agent
Engineer	Settlement agent
Industrial organisation secretary	Sheriff or deputy Sheriff
Insurance broker	Surveyor
Justice of the Peace (any State)	Teacher
Lawyer	Tribunal officer
	Veterinary surgeon

**Or** any person before whom, under the *Statutory Declarations Act 1959* of the Commonwealth, a Statutory Declaration may be made. **NOTE:** *This includes permanent employee of a local government authority with 5 or more years of continuous service who is not specified in any other item in the list.*

Full definitions of these professions are available at;

[http://www.courts.dotag.wa.gov.au/files/Professions\\_witness\\_statutory\\_declarations.pdf](http://www.courts.dotag.wa.gov.au/files/Professions_witness_statutory_declarations.pdf)

Any authorised witness for the State of Western Australia may also witness a Commonwealth Statutory Declaration, as long as they are in Western Australia at the time of witnessing {Schedule 2, item 231 of the Commonwealth Statutory Declarations Regulations 1993}.

Further information on witnessing documents is available at [www.dotag.wa.gov.au](http://www.dotag.wa.gov.au)

**IMPORTANT INFORMATION:**

AS OF 1 JANUARY 2006 THERE IS **NO** PROVISION FOR COMMISSIONERS FOR DECLARATIONS IN THE STATE OF WESTERN AUSTRALIA