

Apply for an internal review of an original decision



ELECTORAL ACT 1992 - SECTION 376
LOCAL GOVERNMENT ELECTORAL ACT 2011 - SECTION 113G

Information for applicants of internal review

Application form requirements

1. This application is for an internal review of an original decision. An original decision is a decision for which a person received, or was entitled to receive, an information notice under sections 351 or 355 of the *Electoral Act 1992*, or sections 113D and 113E of the *Local Government Electoral Act 2011*.
2. There is no application fee to lodge an application for an internal review with the Electoral Commissioner.
3. Applicants for internal review must state details of the grounds on which the internal review is sought and be supported by enough information to enable the Electoral Commissioner to decide the application.
4. Your application will not be considered unless all parts of this form have been completed accurately. The application may be returned to you to complete.
5. Applications are to be sent to Electoral Commission of Queensland, GPO Box 1393, Brisbane QLD 4001 or emailed to fad@ecq.qld.gov.au.

Important information

6. Every review of an 'original decision' must be made by way of an application for an internal review in the first instance.
7. The application must be lodged with the Electoral Commission of Queensland within 20 business days after –
 - the day the person was given the information notice about the decision, or
 - the day the person otherwise becomes aware of the decision, if the person was not given an information notice about the decision.
8. Information on this application form, and any attachments, is being collected to process and assess your application under the *Electoral Act 1992*. The *Information Privacy Act 2009* protects the personal information you submit. Consideration of your application may involve consultation and if so, details may be disclosed to third parties. Your information will not be otherwise disclosed outside the Electoral Commission of Queensland unless required or authorised by law.

PART A - Applicant's details

YOUR NAME

YOUR STREET ADDRESS

YOUR POSTAL ADDRESS (IF DIFFERENT FROM ABOVE)

TELEPHONE

EMAIL

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PART B - Details of the original decision

Which of the following original decisions are you applying to the Electoral Commissioner for internal review of:

Please tick	Original decision by the Electoral Commission of Queensland
A	Decision not to make a determination – section 113D(4)(a) of the <i>Local Government Electoral Act 2011</i> .
B	Decision to revoke a determination – section 113E(1) of the <i>Local Government Electoral Act 2011</i> .
C	Decision to seize property - section 348(1) of the <i>Electoral Act 1992</i> .
D	Decision to forfeit seized property - section 354(1) of the <i>Electoral Act 1992</i> .

Provide reference number and date of decision of the original decision by the Electoral Commission of Queensland

ECQ reference number	Date of decision	Decision maker (i.e. signatory)

PART C - Grounds of the internal review

Provide the grounds on which you are seeking internal review of the original decision.

(If there is insufficient space, please submit the grounds for internal review as an attachment and write 'refer to the attached')

PART D - Attachments

The following will need to be lodged with your application for internal review to be considered a properly made application. If this information is not submitted, your application may be returned.

Tick the box to confirm the attachments form part of the application for internal review.

<input type="checkbox"/>	Attachment 1 – Grounds for internal review (if applicable)
<input type="checkbox"/>	Copy of the original decision

Applicant declaration

WARNING: A person who knowingly provides information that is false or misleading as part of an application for a determination by the Electoral Commissioner (or delegate) is guilty of an offence. The maximum penalty for the information offence is 400 penalty units (\$66,760 as at 1 July 2025) or 2 years imprisonment.

I,
YOUR NAME

do solemnly and sincerely declare that the information provided in this application form and any attachments is, to the best of my knowledge and belief, true and correct.

YOUR SIGNATURE

DATE