

THIRD PARTIES

Third party registration process

Unless otherwise stated, all references to legislation are to the *Electoral Act 1992 (EA)*. The information in this fact sheet does not replace legislation. If you are concerned about your circumstances, you should seek independent legal advice.

This fact sheet outlines the registration process for those third parties which are required to register with the ECQ for state elections.

Please see [Fact sheet 19 – Funding and disclosure overview for third parties](#) for general information about how third parties are regulated in Queensland state elections.

Who needs to register as a third party?

A third party which incurs or intends to incur more than \$6,000 (either as a single amount or cumulatively) in electoral expenditure during the capped expenditure period for an election must be registered with the ECQ for the election.

See [Fact sheet 7 – Definition of electoral expenditure](#) for information, definitions and examples about what electoral expenditure includes.

See [Fact sheet 24 – Expenditure caps for third parties](#) for information about the capped expenditure period and specific expenditure caps for third parties.

When to register as a third party

Applications for registration must be submitted to the ECQ **before** election day for an election. The ECQ encourages early registration where possible.

Appointment of an agent for a third party

An agent is responsible for ensuring an election participant's state campaign bank account is used correctly and all disclosure, expenditure and reporting obligations are met.

If a registered third party is an organisation, an agent for the third party **must** be appointed.

If a third party is an individual, an agent **may** be appointed. Where no agent is appointed, the individual is taken to be their own agent.

Should a third party organisation not have an agent appointed at any time, all obligations under electoral legislation default to the members of the organisation's executive committee.

Operating a state campaign bank account

A registered third party **must** establish a state campaign bank account and use it to pay for all electoral expenditure.

The bank account details for the state campaign bank account must be provided to the ECQ. Please refer to [Fact sheet 21 – State campaign bank accounts for third parties](#) for more information about bank account requirements.

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More information

If you need more information relating to Funding, Disclosure and Compliance, please contact ECQ on 1300 881 665 or by emailing fad@ecq.qld.gov.au.



**Electoral
Commission**
QUEENSLAND

How to register as a third party

Registration applications can be lodged via the ECQ's [Self Service Portal](#) (SSP).

The following information will be required:

- the election to which the registration relates
- if the third party is an individual:
 - name
 - date of birth
 - address (as shown on the electoral roll)
 - contact details (phone number and email address)
- if the third party is not an individual:
 - name
 - ABN or ACN
 - business address
 - contact details (phone number and email address)
 - details of their agent's registration
- state campaign bank account details (these can be provided separately to the ECQ within 5 business days if not available at the time of registration).

Once the ECQ has accepted an application, the third party will be added to the [Register of Third Parties](#) for that election.

Changes to registration and cancellation or registration

Third party registrations are for a specific election event. Third parties must register for each individual election they intend to participate in.

The third party must notify the ECQ of any changes to the appointment of an agent or any other details relating to the third party's registration **within 30 days**.

The agent of a third party may apply to the ECQ to cancel their registration for an election once all of their obligations for the election have ended.

Registration details can be amended or cancelled via the [SSP](#).

For further information

This fact sheet mainly refers to part 11, division 12 of the EA. The Act is available in full at legislation.qld.gov.au. Participants in the electoral process should ensure they understand their obligations under the EA.

More information on state government elections

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RELATED FACT SHEETS

Fact sheet 7 – Definition of electoral expenditure

Fact sheet 19 – Funding and disclosure overview for third parties

Fact sheet 21 – State campaign bank accounts for third parties

Fact sheet 24 – Electoral expenditure caps for third parties

Fact sheets can be found on the [ECQ website](#).

More information on state government elections

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