



ABN: 73 818 179 759

# USU Elections Complaint & Appeal Form

## Purpose

This form assists complainants and appellants to lodge complaints and appeals in writing and with the supporting material required by sections 8.9, 8.10 and 8.11 of the USU Regulations.

## Instructions

- Complete all sections fully.
- Attach all supporting evidence at the time of submission, as required by the *Regulations*. Supporting material lodged after submission may not be considered.
- Submit within the timeframes specified in the *Regulations*.
- See the Lodgement section below for further details.

## Submission Details

### Type of submission

- Complaint to the Returning Officer before the close of voting
- Appeal to the Returning Officer against the Declaration of Provisional Results
- Appeal to the Electoral Arbiter against a decision of the Returning Officer

Date of Incident / Decision / Declaration (dd/mm/yyyy):

## Complainant / Appellant Details

Full Name:

Status:

- Ordinary Member
- Life Member
- Candidate

Contact Email:

Phone Number:

## Grounds for Complaint / Appeal

Regulation(s) allegedly breached:

*Provide section numbers*

**Detailed Description:**

*Provide a clear, factual and chronological account, including relevant dates, times, locations and specific actions.*

**Supporting Evidence**

Please attach all relevant supporting materials and refer to each attachment in your description above. Examples may include:

- emails, messages or screenshots
- witness statements
- photographs, recordings or other documents

**Attachment 1 Description**

**Attachment 2 Description**

**Attachment 3 Description**

**Attachment 4 Description**

**Attachment 5 Description**

**Requested Outcome**

*Clearly state the remedy or action sought*

## Lodgement

- **Complaints before the close of voting:**  
Complete this form and submit it by email to the Returning Officer.
- **Appeals against the Declaration of Provisional Results:**  
Complete this form and submit it by email to the Returning Officer within 24 hours of publication of the Declaration.
- **Appeals to the Electoral Arbiter:**  
Complete this form and submit it by email to the Chief Executive Officer, who will forward the form to the Electoral Arbiter.