

Shire President  
 Shire of Broome  
 27 Weld Street  
 BROOME WA 6725

PO Box 44  
 BROOME WA 6725

We \_\_\_\_\_ *(insert relevant group, organisation, residents,  
 electors )* request the Shire of Broome *(state request/preferred course of action)*

\_\_\_\_\_  
 \_\_\_\_\_

for the following reasons *(state summary of reasons)*.

\_\_\_\_\_  
 \_\_\_\_\_

*(insert petition contact name )* \_\_\_\_\_ can be contacted at *(insert address, email address and  
 telephone numbers)*

for further information relating to this matter and is responsible for advising petitioners of the outcome of the petition. **PLEASE PRINT CLEARLY as illegible entries are invalid.**

First Name	Surname	Street Address (NOT Postal)	Suburb	Signature	Date

No. of petitioners per page \_\_\_\_\_

## Petition Guidelines

A petition is a formally written request from electors for action. Your request must be something upon which the Shire of Broome has the power to act.

### Writing Your Petition

To ensure your petition meets requirements and is able to be presented before Council, the petition needs to:

- Be addressed to the Shire President, Shire of Broome
- Be made by the **electors of the district**
- State the request at the top of each page of the petition and summarise your reasons for the request
- Contain the names, street addresses (**NOT postal address**) and signatures of the electors making the request, and the date each elector signed. Not including all of this information for each signature will technically make their signature invalid
- Not contain any language that is disrespectful or likely to be defamatory to any person
- Include a main contact name and contact details to enable follow up from Council.

### Petitions & The Local Government Act

There are further requirements should your petition concern the following:

- A proposal to change the method of filling the office of President
- A proposal to create a new district of the boundaries of local government
- A request for a poll on a recommended amalgamation or
- A submission about changes to wards, the name of a district or ward or the number of councillors for a district or ward
- Calling for a Special Electors Meeting

We recommend you contact the Chief Executive Officer at the Shire of Broome on 08 9191 3456 or [by email](#) as these requests need to be in a format that reflect the Local Government Act and Regulations.

### Petition Presentation

If you have a petition that you would like presented to the Broome Shire Council you will need to submit it to the Shire of Broome [by email](#) or delivered by hand to the Administration Building reception (27 Weld Street, Broome) or by post (Po Box 44, Broome WA 6725).

A Petition Template has been created to assist you in drafting your petition. It can be downloaded from the website.