



How do I apply to vote by post?

- 1** Fill in the postal vote application form.
- 2** Make sure **you** complete all sections of the form and supply your date of birth and signature.
- 3** Return your form as soon as possible to the address shown below.

Orkney and Shetland (Orkney) VJB
Electoral Registration Officer
8 Broad Street
Kirkwall
Orkney
KW15 1NX

Please **do not** return your form to The Electoral Commission. **Please note:** your application form must arrive at your electoral registration office by 5pm **11 working days** before an election.

Voting by post

You can apply to vote by post for a particular election, for a set period of time or for all future elections. Postal votes can be sent out to addresses in the UK and abroad.

What happens after I've returned this form?

- When an election is going to be held, your ballot paper will be sent to you in the post. Remember, your ballot paper may not be sent out until four working days before election day.
- If your ballot paper does not arrive by this time, contact the Returning Officer at your local council for a replacement. The Returning Officer can only issue replacements up to 5pm on election day.
- You will need to give your date of birth and signature on this application form, and again when you use your postal vote. This information is needed to prevent fraud. If you are unable to sign this form, please contact your Electoral Registration Officer.
- Make sure you return your postal vote so that it arrives by election day, otherwise it will not be counted. A Freepost envelope is included in your postal ballot pack. But, if you are sending it from overseas, you will need to pay the postage.

- If it is too late to send your vote back by post, you can hand it in on election day to the returning officer at your local council, drop it off at a polling station. For further information contact the Returning Officer.

More information

If you need more forms or have any questions about voting by post, go to www.aboutmyvote.co.uk or contact your electoral registration office.

In England and Wales, the electoral registration office is based at your local council. In Scotland, it may be a separate office.

For contact details, go to www.aboutmyvote.co.uk

This form does not apply in Northern Ireland. Visit www.eoni.org.uk for more information.

Application to vote by post



Only one person can apply to vote by post using this form. Please write in black ink and use **BLOCK LETTERS**. When you have completed every section and signed the form yourself, send it to your electoral registration office. You can get the address at www.aboutmyvote.co.uk

1

Surname

First names (in full)

Your full address
(where you are registered to vote)

Postcode

Daytime telephone or mobile number (optional)

E-mail address (optional)

2 How long do you want a postal vote for?

I want to vote by post at all elections
(tick one box only):

until further notice (permanent postal vote)

for the elections to be held on

D	D	M	M	Y	Y	Y	Y		

for the period

from

D	D	M	M	Y	Y	Y	Y		

to

D	D	M	M	Y	Y	Y	Y		

3 Address for ballot paper

Please send my ballot paper to:
Address

Postcode

The reason I would like my ballot paper sent to this address, rather than my registered address is:

4 Your date of birth and declaration

Declaration: As far as I know, the details on this form are true and accurate. I understand that to provide false information on this form is an offence, punishable on conviction by imprisonment of up to 2 years and/or a fine.

Date of birth: Please write your date of birth 'DD MM YYYY' in the black boxes below, **using black ink**.

Signature: Sign below, keeping within the grey border.

If you are unable to sign this form, please contact your Electoral Registration Officer.

5 Date of application

Today's date

D	D	M	M	Y	Y	Y	Y		