

RoP 5(s)

For Office Use	Prop No.
Rec'd	Polling District
Added	Elector No.

## VOTER REGISTRATION FORM

*Only ONE person per form. If more forms are needed please photocopy, download from our web site, or contact your local Electoral Registration Officer. Please use **BLOCK LETTERS**.*

### **1. ABOUT YOU**

**Surname**

**First names in full**

**Please state nationality**

If 18 or over, please tick box

If under 18,  
Date of birth


### **2. CURRENT ADDRESS**

I apply to be registered at the following address at which I am now living.

<b>POSTCODE</b>
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### **Contact Points**

In case we have a query, a daytime and evening telephone number would be helpful. An e-mail address is also very useful. You do not have to provide this information.

<b>Day time phone number:</b>	<b>Evening phone number:</b>
<b>E-mail address:</b>	

### **3. YOUR PREVIOUS ADDRESS**

I was living at the following address. I no longer live there.

Office Use

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<b>POSTCODE</b>
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We will tell your previous Electoral Registration Officer so that your name may be removed from the register.

If you do not want to be taken off at your old address, please explain why:

### **4. IF YOU WISH YOUR NAME TO BE EXCLUDED FROM THE EDITED REGISTER,**

please put a tick in the box below.

Before doing so, you should read the notes concerning the two versions of the register which are contained in the accompanying letter.

Now sign the form overleaf.

## **5. YOUR SIGNATURE**

The fine for false information is up to £1000. **Each person has to fill in and sign their own form.** The application will be disallowed if it is not signed. I confirm that I am a British, other Commonwealth, Republic of Ireland or other European Union citizen.

Signed:	Date:
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## **SOME HELPFUL INFORMATION**

### **Registering to vote the new way...**

You can only vote in elections if your name is on the register of electors. We update the register every autumn.

However, we can also add names throughout the year.

### **Moved home? Coming up to 18? Just not on the register?**

All you have to do is fill in a voter registration form. **You have to sign your own form;** someone else cannot do it for you.

When you send us your form we will add you to our list of new applicants. Any elector can then object to your name being added to the register. If this happens we will write to you.

If your application is valid and not objected to, we will change your details within 2 to 6 weeks of receiving your form.

### **Notifying the previous Electoral Registration Officer...**

We will tell the Electoral Registration Officer for your old address that you have moved, so that your name can be removed from that register. People who live at two homes (including students) may be allowed to register at both. If you do not want to be removed from your other address please explain why on your form.

There are special rules about names being added to the voters list during an election period. Because of these you may not be able to vote at that election if you are added during this time. If you would like more information please contact the Electoral Registration Officer.

### **Please return the completed form to :-**

#### **SHETLAND**

**Electoral Registration Officer,  
Charlotte House, Commercial Road  
LERWICK  
Shetland  
ZE1 0LX**

**Tel: 01595 745700**

**Fax: 01595 745710**

**E-Mail: [ero@shetland.gov.uk](mailto:ero@shetland.gov.uk)**

**Web site: [www.orkney-shetland-vjb.co.uk](http://www.orkney-shetland-vjb.co.uk)**

#### **ORKNEY**

**Electoral Registration Officer  
8 Broad Street  
KIRKWALL  
Orkney  
KW15 1NX**

**Tel: 01856 876222**

**Fax: 01856 870949**

**E-Mail: [ero@orkney.gov.uk](mailto:ero@orkney.gov.uk)**

**Web site: [www.orkney-shetland-vjb.co.uk](http://www.orkney-shetland-vjb.co.uk)**

## **Two Versions of the Register**

The electoral registration officer makes and keeps two versions of the electoral register – the full register and the edited register

**Please indicate on your application if you wish your name to be excluded from the edited register.**

**The Full Register** -The full register lists everyone who is entitled to vote. You can check it by calling at the council offices or at some local libraries. Only certain people and organisations can have copies of the full register, and they can only use it for specified purposes. These include electoral purposes, the prevention and detection of crime and checking your identity when you have applied for credit. The law says who can have a copy of the full register and what they can use it for. The full list of such persons is given in the Representation of the People (Scotland)(Amendment) Regulations 2002. It is a criminal offence for them to pass it on to anyone else or to use it for any other purpose.

**The Edited Register** - The edited register leaves out the names and addresses of people who have asked for their names to be excluded from that version of the register. The edited register can be bought by anyone who asks for a copy and they may use it for any purpose.