

# Application to vote by post

**Only one person can register using this form.** Please write in **BLACK INK** and use **BLOCK LETTERS**. When you have filled in every section and signed the form yourself, send it to your local electoral registration office. You can get the address at [www.aboutmyvote.co.uk](http://www.aboutmyvote.co.uk) or in your phone book.

## 1 About you

Surname

\_\_\_\_\_

First names (in full)

\_\_\_\_\_

Your 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		M					Y	

for the period

from

	D		M					Y	

to

	D		M					Y	

## 3 Address for ballot paper

Please send my ballot paper to (tick one box only):

my address where I am registered to vote (see part 1)

the following address (reason required)

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 6 months and/or a fine.

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

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**Signature:** Sign below, using black ink, keeping within the grey border.

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## 5 Date of application

Today's Date

	D		M					Y	

### FOR OFFICE USE ONLY

Polling district:

Date received:

Elector number:

Date added:

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

# Application to vote by post

## 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 or, if different, to the electoral registration officer for your local area.

### ORKNEY

Electoral Registration Officer  
Orkney & Shetland Valuation Joint Board  
8 Broad Street  
Kirkwall  
ORKNEY  
KW15 1NX

☎ (01856) 876222

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

### SHETLAND

Electoral Registration Officer  
Orkney & Shetland Valuation Joint Board  
Charlotte House  
Commercial Road  
Lerwick  
SHETLAND  
ZE1 0LX

☎ (01595) 745700

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

**Please note:** your application form must arrive at the electoral registration office for your area at least 11 working days before any 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, it may not be sent out until shortly before the election.
- If it does not arrive in time, contact the returning officer at your local council. You must do this by 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 tackle fraud.
- Your postal vote will be mixed with all the others before counting begins, so your vote will be kept secret.

## More information

If you need more forms or have any questions about voting by post, go to [www.aboutmyvote.co.uk](http://www.aboutmyvote.co.uk) or contact your electoral registration office.

For contact details, go to [www.aboutmyvote.co.uk](http://www.aboutmyvote.co.uk) or look in your phone book.

This form does not apply in Northern Ireland. Visit [www.eoni.org.uk](http://www.eoni.org.uk) for more information.

If you change address, or change your name, you will have to complete a new application to vote by post.

If you are unable to sign the form, either through disability or an inability to read or write, please contact the electoral registration office for advice.