

ROP5

REPRESENTATION OF THE PEOPLE ACTS

FOR OFFICE USE			
Old	PD	El No	Ref
New	PD	El No	Ref

Application to Register as an Elector

This form is for a person who wishes to register as a parliamentary and/or local government elector, or who would like to register at a new address. **EACH ELIGIBLE PERSON IN THE HOUSEHOLD MUST APPLY ON A SEPARATE FORM.** If more forms are needed, please photocopy it or contact us at the addresses shown overleaf or on Freefone 0800 393783. Return the form to one of the addresses shown overleaf. Please use BLOCK LETTERS.

1 Your current details

Surname

First names (in full)

Address at which you are currently resident and at which you wish to be registered

Postcode

Date on which you took up residence at this address

(Day)	(Month)	(Year)
-------	---------	--------

Are you the householder at this address? YES / NO

Your date of birth, if you are under 18.
(You will not be able to vote until you are 18)

(Day)	(Month)	(Year)
-------	---------	--------

Nationality

2 Address at which you were previously resident.

Postcode

Date on which you ended residence at this address

(Day)	(Month)	(Year)
-------	---------	--------

3 Declaration

I would like to register as an elector for all elections in which I am qualified to vote. I am:

(a) a British, Commonwealth or Republic of Ireland citizen*

(b) a citizen of another Member State of the European Union*

* Tick as appropriate. European Union citizens will be sent supplementary forms to extend their voting rights to European elections.

The particulars I have given above are true.

4 The Two Versions of the Register

If you wish your name to be excluded from the edited register please tick. (See overleaf for an explanation of the two versions of the register.)

5 Voting by Post

If you would prefer to vote by post please tick the box for an application form

6 Your signature

Each person must sign their own form. The form will be returned if it is not signed. It is an offence to make a false statement on this form.

Signed

Date

In case we have a query, please give your daytime telephone number

E-mail address

Please lodge this form with the Electoral Registration Officer as soon as possible. If you are applying to register in pursuance of an Overseas Elector Declaration, a Service Declaration or a Declaration of Local Connection, you should also lodge the relevant Declaration with this form.

If you need assistance with this form, please call the helpline on FREEFONE 0800 393783

P.T.O.

Registering to Vote

You can only vote in elections if your name appears in the register of electors and you are 18 or over on the date of the election. The register is updated by means of the annual canvass which takes place in the last quarter of the calendar year. From 2001 we can also make changes in the course of the year if your place of residence changes because you move to a new house.

It is not usually difficult for people to determine where they are resident but, if you live at more than one home and you are not sure at which you should register, we will be happy to advise. People should not register to vote at subsidiary residences such as holiday homes.

If your name is missing from the electoral register you can apply to have it added at any time. All you have to do is complete and return this application form. The law dealing with changes in the course of the year requires that a separate application is received from each person and that they sign it themselves.

When your form is received it will be added to the list of current applications. Any elector can object to the alteration of the register. If this happens we will write to you and explain the procedure for hearing the objection and, if we need more information, we will ask you for it at that stage.

If there is no objection and your application is granted, then we will alter the register. This will take between two and six weeks depending on the date on which your application is received.

When the register has been altered we will write to you confirming that the process has been completed.

If you have moved house, we will also tell the Electoral Registration Officer (ERO) for your old address about it so that your name can be removed from that register. There are a few people (for example, students) who may be able to appear on the register at two different addresses. If you think that this might apply to you please enclose a note to that effect with your application.

There are special rules concerning alterations to the register during an election period, which mean that alterations cannot take effect until the election is over. In such a case you can apply to the ERO for your old address for a postal vote.

The Two Versions of the Register

The Electoral Registration Officer makes and keeps two versions of the Register of Electors – the full register and the edited register.

If you wish your name to be excluded from the edited register, tick the box at Part 4 of the application overleaf.

The Full Register

The full register lists everyone who is entitled to vote. It is available for inspection at certain council offices. The law says who can have a copy of the full register and what it can be used for. This includes electoral purposes, the prevention and detection of crime and checking your identity when you have applied for credit. The full list of such persons and purposes is given in the Representation of the People (Scotland) (Amendment) Regulations 2002. It is a criminal offence to pass the full register 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 electors who have asked for their details to be excluded from that version of the register. The edited register can be bought by anyone and they may use it for any purpose.

Absent Votes

If you would find it difficult to vote in person at an election it is open to you to apply to vote by post or by proxy. Further details can be obtained by calling the Freephone number shown overleaf. The relevant forms can be obtained from the offices noted below. Do not wait for an election before applying.

How to return this form

Please return this form to the Electoral Registration Officer at any of the offices shown below.

**Moray House,
16-18 Bank Street,
INVERNESS
IV1 1QY
Tel 01463 703340/20
Fax 01463 703301**

**Robertson House,
Greenhill Street,
DINGWALL
IV15 9QR
01349 863260
01349 865942**

**3A Bridge Street,
WICK
KW1 4AG
01955 602251
01955 603982**

**42 Point Street,
STORNOWAY
HS1 2XF
01851 706262
01851 706843**

e-mail: ero@highland.gov.uk