

Application to vote by proxy at a particular election

FOR OFFICE USE

Polling District:

Elector No:

UPRN:

Only one person can apply to vote by proxy 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 local electoral registration office.

1 About you

Surname

Forename(s) in full

Current address
(this address will be used for correspondence)

Postcode

Daytime telephone or mobile number (optional)

2 Your address

(where you are registered to vote)

Postcode

3 Which election?

My application is for the - tick box(es) as appropriate:

Scottish/UK Parliamentary Election

European Parliamentary Election

Local Government Election

Date of Election

D M Y

4 Reasons for this Application

Give detailed reasons why you need an absent vote:

5 About your proxy

Full name

Relationship to you (if any)

Full address

Postcode

If your proxy needs to vote by post, tick here
and a separate form will be sent.

6 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.

I have asked the person I have named as my proxy and confirm that he/she is willing and able to be appointed to vote on my behalf.

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, keeping within the grey border.

7 Date of application

Today's date

D M Y

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

FOR OFFICE USE ONLY

Date Stamp

Application to vote by proxy at a particular election

How do I apply to vote by proxy?

1. You must ask someone who is willing and able to be your proxy and vote on your behalf. Please note that a person can only be the proxy for close relatives and up to two other people at the same election.
2. Fill in the application to vote by proxy at a particular election form. You must give a reason why you want to vote by proxy, for example you may be abroad on holiday on election day.
3. Make sure **you** complete all sections of the form and supply your date of birth and signature.
4. Return your form as soon as possible to one of the addresses shown below.

Please note: Your application form must arrive at your electoral registration office by 5pm **11 working days** before an election when changing or cancelling an existing proxy, postal or postal proxy vote and by 5pm **6 working days** before an election when applying for a new proxy vote.

Voting by Proxy

If you cannot vote at an election in person, you can apply to vote by proxy (someone else voting on your behalf). You can use this form to apply to vote by proxy for one particular election only.

What happens after I've returned this form?

- Your proxy must go to **your** local polling station to vote. If your proxy cannot get to the polling station, they can apply to vote for you by post. They can apply to do this by 5pm **11 working days** before election day. They should contact the electoral registration office for more details.
- Your proxy will be sent a proxy poll card, telling them where and when to vote on your behalf.
- You should let your proxy know how you want them to vote on your behalf, for example, which candidate or which party.
- If it turns out that you are able to go to the polling station on election day, you can vote in person as long as your proxy has not already done so and has not applied to vote for you by post.
- You will need to give your date of birth and signature on this application form. This information is needed to prevent fraud. If you are unable to sign this form, please contact your Electoral Registration Officer.

Voting by Proxy

A person can only be a proxy for close relatives and up to two other people at an election.

Close relatives are the spouse, civil partner, parent, grandparent, brother, sister, child or grandchild of the applicant.

The proxy must be eligible to vote in the election.

More Information

If you have any questions about voting by proxy, contact your Electoral Registration Officer or telephone Freefone 0800 393783.

The Electoral Registration Officer:

Moray House, 16-18 Bank Street
INVERNESS IV1 1QY
Tel 01463 703311
Fax 01463 703301

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

3A Bridge Street
WICK
Caithness KW1 4AG
Tel 01955 602251
Fax 01955 603982

42 Point Street
STORNOWAY
Isle of Lewis HS1 2XF
Tel 01851 706262
Fax 01851 706843