



# Application to Vote by Proxy by Reason of Employment or Attendance on an Educational Course

<b>Name:</b> ..... <b>Address:</b> ..... ..... ..... ..... <b>Post Code:</b> .....	<b>Elector No:</b> ..... <b>Please give your contact telephone numbers:</b> Home: ..... Work: ..... Mobile: .....
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**At which elections do you wish to have a Proxy vote? (Tick one box only)**

All Elections     
  Local Elections Only     
  Parliamentary Elections Only

**How long do you want a Proxy Vote for ? (Tick the box OR enter start & finish dates)**

Until Further Notice     
 OR     
 From ...../...../20..... To ...../...../20.....

**I am unable to go to my polling station on election day and wish to vote by proxy because (Complete 1 only)**

I am attending an educational course  
 I work away from home due to the nature of my employment  
 I am self-employed and work away from home

Please read the accompanying notes for guidance carefully to see who can support this application. Ask the person who is supporting your application to give their name, address and position. They must then sign and date the statutory declaration below.

<b>Supporter's Details</b>	<b>Surname:</b> ..... <b>Forenames:</b> ..... <b>Address:</b> ..... ..... <b>Post Code:</b> ..... <b>Supporter's Position:</b> .....
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<b>Supporter's Declaration</b>	To the best of my knowledge and belief, the applicant works or studies away from home and is not able to go to the polling station on election day.  <b>Date:</b> ..... <b>Signature:</b> .....
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<b>Proxy's Details</b>	<b>Surname:</b> ..... <b>Forenames:</b> ..... <b>Address:</b> ..... ..... <b>Post Code:</b> ..... <b>Relationship to you (if any):</b> .....
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**Your Date of Birth:** Please enter your date of birth in the boxes below in a DD MM YYYY format, writing clearly **within the borders** of the boxes, using a **black pen**.

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Today's Date: ...../...../.....

**Your Signature:** Sign in the box below using **black ink**. **Important – Keep within the border.** If you fail to do this your application will not be valid.

# EXPLANATORY NOTES

This form is for registered electors who cannot reasonably be expected to vote in person at their polling station due to employment or attendance on an educational course.

You cannot be given an absent vote unless you are on the register of electors.

## REASON FOR APPLICATION

If you cannot vote in person because of your employment or your attendance on an educational course you must complete the relevant section. You must ensure that the Declaration of Support is completed. In the case of employment this must be the employer or person acting on his behalf. If you are self-employed you must get another person to complete the declaration. This person **MUST NOT** be your husband, wife, parent, grandparent, brother, sister, child or grandchild. The person must be aged 18 or over. If you cannot vote because of attendance on an educational course you must get the Course Director/Tutor or person acting on their behalf to complete the Declaration of Support.

## HOW LONG DO YOU WANT A PROXY VOTE?

Your proxy vote can count for an indefinite period, a particular election or a particular period.

## PROXY DETAILS

To vote by proxy you must find someone suitable to agree to act for you before giving his or her name.

Not everyone is allowed to vote as a proxy. Your proxy must:

- Be eligible to vote in the type of election concerned (he/she need not be currently registered as an elector).
- Not have agreed to act as proxy for more than two electors including you. He/she is however allowed to act as proxy for any number of his or her relatives (husband or wife, parent, grandparent, brother, sister, child or grandchild).
- **Note that if granted a vote by proxy, you may vote in person but only if your proxy has not already voted on your behalf or has not applied for a postal vote to vote on your behalf.**

## SIGNATURE AND DATE OF BIRTH

The Electoral Administration Act 2006 requires that all applicants for a postal, proxy or postal proxy vote must provide their signature and date of birth. Signature waivers may be granted in cases of disability or inability to read and write but in all cases date of birth must be provided.

If this information is not provided, the application will be refused.

## RETURN OF FORM

Applications for a proxy vote must be received no later than **5pm on the sixth working day before the date of the election.**

If you need further help, please contact the Electoral Registration Officer, on 0141 287 4444.

**PLEASE RETURN THIS FORM TO**

**Electoral Registration Officer  
PO Box 15311  
Glasgow  
G1 3DR**