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 CAPITAL LETTERS. When you have completed every section and signed the form yourself, send it to your local electoral registration office at the address shown on the back of this form.

1 About you	3 About your proxy (the person you have chosen
About you	to vote on your behalf)
Surname	Full name
First name(s) (in full)	Family relationship (if any)
Current address used for correspondence)	Full address
	Postcode
	Email address or telephone number (optional)
Postcode/BFPO	
Telephone number (optional) include country code	4 How long do you want a proxy vote for?  I want to vote by proxy (tick one box only):
E-mail address (optional)	until further notice (while I am registered as a Service Voter)
Providing an email address and telephone number gives a quick and easy way to contact you about	for the elections/referendums to be held on
your application	
2 UK registration address	D D M M Y Y Y
UK Address where you are registered to vote	for the period
	from D D M M Y Y Y Y
	to
	D D M M Y Y Y
Postcode	

#### 5 The reason you can't vote in person

Please give the reason you are unable to vote in person

### 6 Your date of birth and declaration

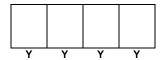
**Declaration:** I have asked the person I have named to be my proxy and confirm that they are willing and capable to be appointed to vote on my behalf.

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.

**Date of birth:** Please write your date of birth in the boxes below, **using black ink**.







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

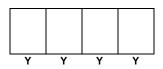
If you are unable to sign this form, please contact your local electoral registration office.

## 7 Date of application

Today's date:







#### Voting by proxy

Proxy voting means that if you aren't able to cast your vote in person, you can have someone you trust cast your vote for you.

You can use this form to apply to vote by proxy if you are a member of the armed forces or a spouse or civil partner of someone who is.

Both you and your proxy must be registered and eligible to vote.

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

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

For more information, speak to your Unit Registration Officer or contact your local electoral registration office. Address details can be found at the back of this form.

#### How do I apply to vote by proxy?

- 1. You must ask someone if they are willing and capable to be your proxy and vote on your behalf.
- 2. Fill in the proxy vote application form. If you are registered as a service voter you do not need support for your application.
- 3. Make sure you complete all sections of the form, even if you have already given the information on your service voter registration form and supply you date of birth and signature. You 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 the election registration office. You can find address details at the back of this form.
- 4. Return your form to the electoral registration office. You can find address details at the back of this form

When applying for a new proxy vote, you must return your proxy vote application form by **5pm**, **6 working days before the poll**.

The deadline for changing or cancelling an existing proxy, postal or postal proxy vote may vary depending on which country you live in. Please visit **electoralcommission.org.uk/proxyvote** for more information about deadlines.

If you miss the deadline for applying to vote by proxy you can still apply for an emergency proxy in a limited number of circumstances up until 5pm on polling day. Contact your electoral registration office in the area in which you have registered or are registering for advice. Address details can be found at the back of this form.

If you are not already registered to vote, you must register before applying for a proxy vote. The deadline to register to vote is **midnight**, **12 working days before the poll**. Register to vote online at **www.gov.uk/register-to-vote** 

### What happens after I've returned this form?

- Your proxy must go to your polling station to vote on your behalf. If your proxy cannot get to the polling station, they can apply to vote for you by post. The deadline for returning a postal vote application may vary depending on which country you live in. Please visit electoralcommission.org.uk/postalvote for more information about deadlines. Your proxy can contact the electoral registration office for more details and to request a further application form. Contact details can be found below.
- Your proxy will be sent a proxy poll card telling them where and when to vote on your behalf.
- You should tell your proxy know how you want them to vote on your behalf, for example, which candidate
  party or outcome.
- If it turns out that you are able to go to the polling station on polling day, you can vote in person as long as your proxy has not already done so or has not applied to vote for you by post.

#### **Privacy Statement**

We collect information under the legal basis of a task carried out in the public interest, as set out in the Representation of the People Act 1983 and related regulations. We will look after personal information securely and follow data protection legislation.

If you opted-out of the open register we will only use the information you give us for electoral purposes, including matching it against other sources of data to support the electoral register. We will not give personal information to anyone else, unless we have to by law. The law requires us to share your information with candidates, political parties and campaigners for democratic engagement purposes and credit reference agencies to check your identity when you apply for credit.

If you have <u>not</u> opted-out of the open register your name and address can be bought by anyone and used for lots of purposes, including direct marketing.

The Electoral Registration Officer is the Controller. For further information relating to the processing of personal data you should refer to the privacy notice on our website www.saa.gov.uk/h-wi-vjb

#### More Information

If you have any questions about voting by proxy, go to www.electoralcommission.org.uk or contact your local electoral registration office below.

The Electoral Registration Officer:

Moray House Robertson House 3A Bridge Street 42 Point Street 16-18 Bank Street Greenhill Street WICK **STORNOWAY** Isle of Lewis INVERNESS DINGWALL Caithness IV1 1QY IV15 9QR KW1 4AG HS12XF Tel: 01463 703360 01349 863260 01955 602251 01851 706262

www.saa.gov.uk/h-wi-vjb Freephone: 0800 393 783

For general enquiries e-mail ero@highland.gov.uk

To return your completed application form, you scan and send it to: absentvote@highland.gov.uk