

THE OPEN REGISTER Opt in / Opt out request form	FOR OFFICE USE
	Polling District :
	Elector No :

Each elector must complete a form separately

Forename(s)	
Surname	
Your address	
Postcode	

I **DO NOT** want my name and address to be included in the open register

I **DO** want my name and address to be included in the open register

Signed

Print Name

Date

There are two registers. Why?

Using information received from the public, registration officers keep two registers – **the electoral register** and the **open register** (also known as the edited register).

The electoral register lists the names and addresses of everyone who is registered to vote in public elections. The register is used for electoral purposes, such as making sure only eligible people can vote. It is also used for other limited purposes specified in law, such as detecting crime (e.g. fraud), calling people for jury service and checking credit applications.

The open register is an extract of the electoral register but is not used for elections. It can be bought by any person, company or organisation. For example, it is used by businesses and charities to confirm name and address details. Your name and address will be included in the open register unless you ask for them to be removed. Removing your details from the open register does not affect your right to vote. You can find more information about both registers and how they may be used at:

www.gov.uk/register-to-vote

If you have any questions your local electoral registration office can be contacted at the following addresses:

Moray House 16-18 Bank Street Inverness IV1 1QY Tel: 01463 703340/20 Fax: 01463 703301	Robertson House Greenhill Street Dingwall IV15 9QR Tel: 01349 863260 Fax: 01349 865942	3A Bridge Street Wick KW1 4AG Tel: 01955 602251 Fax: 01955 603982	42 Point Street Stornoway HS1 2XF Tel: 01851 706262 Fax: 01851 706843
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e-mail: ero@highland.gov.uk

www.saa.gov.uk/h-wi-vjb

Privacy Statement

The Electoral Registration Officer will only use the information you give them for electoral purposes. They will look after personal information securely and will follow data protection legislation. They will not give personal information about you or any personal information you may provide on other people to anyone else or another organisation unless they have to by law.

The lawful basis to collect the information in this form is that it is necessary for the performance of a task carried out in the public interest and exercise of official authority as vested in the Electoral Registration Officer as set out in the Representation of the People Act 1983 and associated regulations.

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