

# Application to vote by post

Only one person can apply to vote by post 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. You can find their address details at the back of this form.

## 1 About you

Surname

First name(s) (in full)

Your address (where you are registered to vote)

Postcode

Telephone number (optional)

Email (optional)

Providing an email and phone number gives a quick and easy way to contact you about your application.

## 2 How long do you want a postal vote for?

I want to vote by post (tick one box only):

until further notice (permanent postal vote)

for the elections/referendums to be held on

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D	D	M	M	Y	Y
Y	Y	Y	Y		

for the period

from	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	D	D	M	M	Y	Y	Y
	Y	Y	Y	Y			
to	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	D	D	M	M	Y	Y	Y
	Y	Y	Y	Y			

## 3 Address for ballot paper (only required if different to the address where you are registered to vote)

Please send my ballot paper to (address):

Postcode

The reason I would like my ballot paper sent to this address, rather than my registered address is:

## 4 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 two years and/or a fine.

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

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D	D	M	M	Y	Y	Y	Y

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

## 5 Date of application

Today's date

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
D	D	M	M	Y	Y	Y	Y

# Application to vote by post

## Voting by post

Voting by post is an easy and convenient way of voting if you do not want to vote in person at a polling station.

You can use this form to apply to vote by post for a particular election or referendum, for a set period of time or for all future polls. Postal votes can be sent to addresses in the UK and abroad.

You must be registered and eligible to vote.

## How do I apply to vote by post?

- Fill in the postal vote application form.
- Make sure you complete all sections of the form and supply your date of birth and signature. Your date of birth and signature are needed on this application form, and again when you use your postal vote. This information is needed to prevent fraud. If you are unable to sign this form, please contact your local electoral registration office. You can find address details at the back of this form.
- Return your form to your local electoral registration office. **Address details can be found at the back of this form.**

The deadline for returning your postal vote application may vary depending on which county you live in. Please visit [electoralcommission.org.uk/postalvote](http://electoralcommission.org.uk/postalvote) for more information about deadlines.

If you are not already registered to vote, you must register before applying for a postal vote. The deadline to register to vote is **midnight, 12 working days before the poll**. Register to vote online at [gov.uk/register-to-vote](http://gov.uk/register-to-vote)

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

- When an election or referendum is going to be held, your ballot paper will be sent to you in the post. To find out when your ballot paper will be issued you can contact your elections team at your council.
- Make sure you return your postal vote so that it arrives by the close of poll, otherwise it will not be counted. A Freepost envelope is included in your postal ballot pack. But, if you are sending it from overseas, you will need to pay the postage.
- If it is too late to send your vote back by post, you can hand it in on polling day to the elections office at your council, or drop it off at certain polling stations.

## 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 not 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](http://www.saa.gov.uk/h-wi-vjb)

## More Information

If you have any questions about voting by post, go to [www.electoralcommission.org.uk](http://www.electoralcommission.org.uk) or contact your local electoral registration office below.

The Electoral Registration Officer:

Moray House  
16-18 Bank Street  
INVERNESS  
IV1 1QY  
Tel: 01463 703360

Robertson House  
Greenhill Street  
DINGWALL  
IV15 9QR  
01349 863260

3A Bridge Street  
WICK  
Caithness  
KW1 4AG  
01955 602251

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

[www.saa.gov.uk/h-wi-vjb](http://www.saa.gov.uk/h-wi-vjb)

Freephone: 0800 393 783

For general enquiries e-mail [ero@highland.gov.uk](mailto:ero@highland.gov.uk)

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