



How do I apply to vote by post?

- 1** Fill in the postal vote application form.
- 2** Make sure you complete all sections of the form and supply your date of birth and signature.
- 3** Return your form to The Electoral Registration Officer, Renfrewshire Valuation Joint Board, The Robertson Centre, 16 Glasgow Road, Paisley PA1 3QF.

Only electors who are (or will be) registered individually are entitled to apply to vote by post. Contact your Electoral Registration Officer at the address above for further information.

Please note: You must return your postal vote application form by 5pm, **11 working days** before an election or referendum. If you are not already registered to vote, your application to register must have reached the Electoral Registration Officer by midnight, **12 working days** before the poll.

Voting by post

You can 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 out to addresses in the UK and abroad.

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. Remember, your ballot paper may not be sent out until four working days before the poll.
- If your ballot paper does not arrive by this time, contact the Returning Officer at your local council for a replacement. The Returning Officer can only issue replacements up to 5pm on polling day.
- You will need to give your date of birth and signature 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 Electoral Registration Officer.
- Make sure you return your postal vote so that it arrives by polling day, 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 Returning Officer at your local council, or drop it off at a polling station. For further information contact the Returning Officer.

More information

If you need more forms or have any questions about voting by post, please contact our helpline on 0300 300 0150 or go to www.aboutmyvote.co.uk

The Electoral Registration Officer will only use the information you provide for electoral purposes. He will look after personal information securely and will follow the Data Protection Act 1998. The Electoral Registration Officer will not give personal information about you to anyone else or another organisation unless he has to by law.



Application to vote by post



Only one person can apply to vote by post 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 The Electoral Registration Officer, Renfrewshire Valuation Joint Board, The Robertson Centre, 16 Glasgow Road, Paisley PA1 3QF.

1 About you

Surname

First names (in full)

Your full address
(where you are registered to vote)

Postcode

Daytime telephone or mobile number (optional)

E-mail address (optional)

2 How long do you want a postal vote for?

I want to vote by post at all elections or referendums (tick one box only):

until further notice (permanent postal vote)

for the elections or referendums to be held on

D D M M Y Y Y Y

for the period

from

D D M M Y Y Y Y

to

D D M M Y Y Y Y

3 Address for ballot paper

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 2 years and/or a fine.

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.

If you are unable to sign this form, please contact our helpline on 0300 300 0150

5 Date of application

Today's date

D D M M Y Y Y Y