



Voting by proxy

- Return your form to your local electoral registration office. You can find their details at yourvotematters.co.uk.

Please **do not** return your form to the Electoral Commission. **Please note:** your application form must arrive at your electoral registration office by 5pm, **11 working days** before an election or referendum when changing or cancelling an existing proxy, postal or postal proxy vote and by 5pm, **6 working days** before an election or referendum when applying for a new proxy vote. 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.

This form and these deadlines do not apply in Northern Ireland. Visit eoni.org.uk for more information.

In England and Wales you must be aged 18 or over on polling day to vote at an election or referendum.*

In Scotland, you must be aged 16 or over on polling day to vote in Scottish Parliamentary and local government elections, and must be 18 or over on polling day to vote in UK Parliamentary or European Parliamentary elections.

In Scotland, this form also allows a person aged 14 or over who is registered as a service voter because they are living with a parent or guardian who is a member of the Armed Forces, to vote by proxy in Scottish Parliamentary and local government elections once they are 16 years old. They do not need support for their application.

How do I apply to vote by proxy?

- 1 Ask someone if they are willing and able to be your proxy and vote on your behalf. Please note that a person can only be the proxy for close relatives and up to two other people at the same election or referendum. The person you wish to appoint as your proxy can only act as proxy if they are 18 or over (16 or over in Scotland at Scottish Parliamentary and local government elections) and they are (or will be) registered for that election or referendum.
- 2 Fill in the proxy vote application form. If you are a member of the Armed Forces, or the spouse or civil partner of a member of the Armed Forces, and you are registered as a service voter, you do not need support for your application. If you are registered as an ordinary elector, you will need support from your employer or another authorised person at your workplace. For further information contact your local Electoral Registration Office.

- 3 Make sure **you** give your **date of birth** and **signature**. You need to fill in **every** section, even if you have already given the information on your Service Voter registration form.
- 4 Send your completed application form to the Electoral Registration Office in the area where you are registering as soon as possible. You can find the address at yourvotematters.co.uk
- 5 You must return your proxy vote application form by 5pm, **6 working days** before the poll. But be aware that 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.
- 6 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. You can find the address at yourvotematters.co.uk

If in doubt, speak to your Unit Registration Officer.

* By referendum we mean Neighbourhood Planning Referendums, Council Tax Referendums and Mayoral & Governance Arrangements Referendums. If you wish to apply to vote by post for a different type of referendum, please contact your Electoral Registration Officer.



What happens after I have applied to vote by proxy?

- Your proxy must go to your polling station to vote. If they cannot get to the polling station, they can vote for you by post. They must apply to do this by 5pm, **11 working days** before polling day. The Electoral Registration Office in the area where you are registered can give you more details about this. You can find the address at yourvotematters.co.uk
- Your proxy will be sent a proxy poll card telling them where and when to vote.
- You should tell your proxy 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.

More information

If you have any questions about registering to vote or voting by post or proxy, contact your Unit Registration Officer or the Electoral Registration Office in the area where you are registering.

Your Electoral Registration Office is the office responsible for the UK address where you are registering to vote.

In England and Wales, the Electoral Registration Office is based at your local council. In Scotland, it may be a separate office. For contact details, visit yourvotematters.co.uk.

Electoral Registration Officers will only use the information you provide for electoral purposes. They will look after personal information securely and will follow the Data Protection Act 1998. Electoral Registration Officers will not give personal information about you to anyone else or another organisation unless they have to by law.

Application to vote by proxy for a member of Her Majesty's Armed Forces, their spouse or civil partner and, in Scotland only, their children who are living with them



Only one person can apply to vote by proxy using this form. Please write in black ink and use **BLOCK LETTERS**. When you have filled in **every** section and signed the form yourself, send it to your local electoral registration office. You can get the address at yourvotematters.co.uk

1 About you

Surname

First names (in full)

Correspondence address

Postcode or BFPO

Daytime telephone or mobile number (optional)
(including country code)

E-mail address (optional)

2 UK registration address

Please give your full **UK** registration address:

Postcode

3 About your proxy

Full name

Relationship to you (if any)

Full address

Postcode

4 How long do you want a proxy vote for?

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

for the elections or referendum to be held on

D D M M Y Y Y Y

until further notice (while I am registered as a Service Voter) at all elections and referendums

for all elections or referendums held in the period

from

D D M M Y Y Y Y

to

D D M M Y Y Y Y

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 as my proxy and confirm that he/she is willing and able 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 '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 your Electoral Registration Officer.

7 Date of application

Today's date

D	D	M	M	Y	Y	Y	Y