

# 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 the Electoral Registration Officer.**
- Return your form to the Electoral Registration Officer. **You can find our details and more information on the letter accompanying this form**

You must return your postal vote application form by 5pm, 11 working days before the date of the poll.

If you are not already registered to vote, your application to register must have reached your electoral registration office by midnight, 12 working days before the poll.

You can register to vote online at [gov.uk/register-to-vote](https://www.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 local 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 may 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 team at your council, or drop it off at certain polling stations.

## Privacy statement

We will only use the information you give us for electoral purposes. We will look after personal information securely and we will follow the data protection legislation. We will not give personal information about you or any personal information you may provide on other people to anyone else or another organisation unless we 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 Representation of the People Act 1983 and associated regulations.

Some of the information that is collected in this form is classified as special category personal data. This is processed for reason of substantial public interest as set out in Representation of the People Act 1983 and associated regulations. To process this type of information the Data Controller must have a relevant policy document that sets out how this information will be handled. The Electoral Registration Officer is the Data Controller: Mr Roy Christie, Electoral Registration Office Robertson House, Whitefriars Crescent, Perth, PH2 0LG. Tel: 01738 630303 for Angus Council and Perth & Kinross Council, Robertson House, Whitefriars Crescent, Perth, PH2 0LG. Tel: 01738 630303

You should refer to the Privacy Notice at [www.tayside-vjb.gov.uk](http://www.tayside-vjb.gov.uk) for further information relating to the processing of personal data.



# Application To Vote By Post

Only one form for each person. Please read the notes carefully before completing this form. If you need help filling in this form please phone 01738 630303

Please write in **BLACK INK** and **BLOCK CAPITALS**

## 1 Address where you are registered to vote

## 2 About you

First name(s) (in full)

Surname

Title (Mr, Mrs, Ms, Miss, Dr, Other)

Daytime or mobile telephone or email (Optional)

## 2 For how long do you want a postal vote?

Until further notice

For election(s) on

Day     Month     Year

For election(s) until

Day     Month     Year

## 4 Postal vote for which elections

All elections you are entitled to vote at   
Local elections   
Parliamentary or Assembly elections

## 5 Address for postal ballot paper(s)

My address where I'm registered to vote in part 1 above

or

The following address

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Reason for sending ballot paper(s) to an alternative address

\_\_\_\_\_

## 6 Your declaration

As far as I know, the details on this form are true and accurate. You can be fined for making a false statement on this form.

Date of birth (e.g. 02 05 1965)

Day

Month

Year

Please SIGN in the box below using BLACK ink

**Important – keep signature within the border**

If you fail to do this, the application will not be valid

Date of signing