

# Application to vote by emergency proxy based on occupation, service or employment

## Voting by proxy

Proxy voting means that if you aren't able to cast your vote in person, you can have someone you trust cast your vote for you.

If you are not able to attend the polling station in person for reasons relating to your occupation, service or employment, and you only become aware of this **after 5pm, on the sixth working day before the poll**, you can apply to vote by emergency proxy (someone else voting on your behalf). You can apply up until **5pm on the day of the poll**.

This form should not be used if you have been detained in a hospital under Section 145 of the Mental Health Act 1983 in England and Wales or Section 329 of the Mental Health (Care and Treatment) (Scotland) Act 2003 in Scotland.

Both you and your proxy must be registered and eligible to vote.

A person can only be a proxy for close relatives and up to two other people at an election or referendum.

Close relatives are the spouse, civil partner, parent, grandparent, brother, sister, child or grandchild of the applicant.

## How do I apply to vote by proxy?

- You must ask someone who is willing and capable to be your proxy and vote on your behalf.
- Unless you are registered to vote as a service voter or anonymous elector, you must get an appropriate person to sign your application. See notes below for information on who can support your application.
- Make sure all sections of the form are complete and supply your date of birth and signature. You need to give your date of birth and signature on this application form. This information is needed to prevent fraud. If you are unable to sign this form, please contact us.
- Return your form to us by email at [eproxy@grampian-ero.gov.uk](mailto:eproxy@grampian-ero.gov.uk) or by post to **Grampian Electoral Registration Officer, Woodhill House, Westburn Road, Aberdeen, AB16 5GE**

This form can only be used **after 5pm, on the sixth working day before the poll** and must arrive reach us **before 5pm on the day of the poll**.

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

## Who can support my application?

Your application can be supported by:

- an employer or another authorised person at the place of work (if employed)
- a person who knows you and is not related to you (if self-employed).

If you are self-employed your supporter must be 16 or over to support your application for local elections and elections to the Scottish Parliament. They must be 18 or over to support all other applications.

**Your supporter must complete the relevant declaration section 8, 9 or 10.**

If you are registered as a service voter (armed forces, Crown servant, British Council employee), you do not need support for your application.

If you are registered as an anonymous elector you do not need support for your application.

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

- Your proxy must go to your polling station to vote.
- You should tell your proxy how you want them to vote on your behalf, for example, which candidate, party, or outcome.
- The elections team at your council will tell your proxy when and where to vote on your behalf.

## 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 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 the Representation of the People Act 1983 and associated regulations.

The Data Controller is **Ian H Milton, Grampian Electoral Registration Officer, Woodhill House, Westburn Road, Aberdeen, AB16 5GE, Tel 01224 068400.**

For further information relating to the processing of personal data you should refer to the privacy notice at [www.grampian-vjb.gov.uk/privacy-notice](http://www.grampian-vjb.gov.uk/privacy-notice)

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## 4 Your employment details and reason you can't vote in person

Complete only one of the relevant sections.

**4A** – I am self-employed as (give job title):

I am not able to go to the polling station on polling day for the following reason related to my occupation:

**4B** – I am employed by (give employer's name and address):

As (give job title):

I am not able to go to the polling station on polling day for the following reason related to my employment:

**4C** – Tick the type of service voter that applies:

- I am a member of the armed forces
- I am a Crown servant
- I am a British Council employee
- I am the spouse or civil partner of a service voter
- I am the child of a service voter

I am not able to go to the polling station on polling day for the following reason related to my service (or that of my spouse, civil partner or parent or guardian):

## 5 When did you become aware of the reason?

Time:

Date

D	D	M	M	Y	Y	Y	Y

## 6 Your date of birth and declaration

**Declaration:** I have asked the person I have named as my proxy and confirm that they are willing and capable 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, 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.

D	D	M	M	Y	Y	Y	Y

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

Please contact us if you are unable to sign this form.

## 7 Date of application

Today's date

D	D	M	M	Y	Y	Y	Y



