

Application for proxy to vote by post

Voting by post

Voting by post is an easy and convenient way of voting if you are unable to get to the 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.

In Scotland you must be 16 or over on polling day to vote in local elections and elections to the Scottish Parliament. You must be 18 or over to vote in elections to the UK Parliament.

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 us.

You must return this application to reach us by **5pm, 11 working days before 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**.

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

The Electoral Registration Officer will only use the information you give them for electoral purposes. They will look after personal information securely and will follow data protection legislation. They will not give personal information about you or any personal information you may provide on other people to anyone else or another organisation unless they 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.

The Electoral Registration Officer is the Data Controller: Mark J Adam, 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.

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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 us by **email** at postal@grampian-ero.gov.uk or by **post** to Grampian Electoral Registration Officer, Woodhill House, Westburn Road, Aberdeen, AB16 5GE.

1 Your name and address

Your name

Your address

2 About the elector you are representing

Surname

First name(s) (in full)

Address:

3 Address for ballot paper

My address as in Section 1.

or

Send the ballot paper to:

Postcode

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

4 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

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

5 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.

D D

M M

Y Y Y Y

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

If you are unable to sign this form, please contact us.

6 Date of application

Today's date

D D

M M

Y Y Y Y