



## How do I apply to vote by proxy?

- 1** You must ask someone you know 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.
- 2** Fill in the proxy vote application form.
- 3** Make sure **you** complete all sections of the form and supply your date of birth and signature.
- 4** Return your form as soon as possible to the address shown below.

Electoral Registration Officer

Level 2

Town Hall

Headrow

Leeds

LS1 3AD

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

## Voting by proxy

You can apply to vote by proxy for a particular election, for a set period of time or for all future elections. This form allows you to vote by proxy for as long as you remain registered as a Crown Servant, British Council employee or their husband, wife or civil partner.

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

- Your proxy must go to **your** local polling station to vote. If your proxy cannot get to the polling station, they can apply to vote for you by post. They can apply to do this up to 11 days before election day. Contact your electoral registration office for more details.
- Your proxy will be sent a proxy poll card, telling them where and when to vote on your behalf.
- You must let your proxy know how you want them to vote on your behalf, for example, which candidate or which party.
- If it turns out that you are able to go to the polling station on election day, you can vote in person as long as your proxy has not already done so and has not applied to vote for you by post.
- You will need to give your date of birth and signature on this application form. This information is needed to tackle fraud.

## More information

If you have any questions about voting by proxy, go to [www.aboutmyvote.co.uk](http://www.aboutmyvote.co.uk) or contact your electoral registration office. This is the office responsible for the address where you would be living if you were not posted abroad or where you were last registered to vote in the UK.

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, go to [www.aboutmyvote.co.uk](http://www.aboutmyvote.co.uk)

This form does not apply in Northern Ireland. Visit [www.electoralofficeni.gov.uk](http://www.electoralofficeni.gov.uk) for more information.



Only one person can register 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 [www.aboutmyvote.co.uk](http://www.aboutmyvote.co.uk)

**1 About you**

Surname

First names (in full)

Current address

(this address will be used for correspondence)

Postcode

Daytime telephone or mobile number (including country code)

E-mail address (optional)

**2 UK registration address**

Please give the **full** address where you were registered to vote in the UK:

Postcode

**3 How long do you want a proxy vote for?**

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

until further notice (while I am registered as a Crown Servant, British Council employee or husband, wife or civil partner)

for the elections to be held on

for the period

from

to

**4 About your proxy**

Full name

Relationship to you (if any)

Full address

Postcode

**5 Your date of birth and signature**

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.

Please write your date of birth 'DD MM YYYY' in the black boxes below. Then sign, **using black ink**, keeping within the grey border. This application cancels any proxy voting arrangements you may have made before.

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**Declaration:** As far as I know, the details on this form are true and accurate.

Today's date

**For office use only**

Polling district:

Elector number:

Date received:

Date added: