



How do I apply to vote by proxy?

- 1** You must ask someone who is 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.*
- 2** Fill in the proxy vote application form. You must give a reason why you want to vote by proxy, for example you may be abroad on holiday on election day.
- 3** Make sure **you** complete all sections of the form and supply your date of birth and signature.
- 4** 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.

* 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.



Voting by proxy

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.

If you cannot vote at an election or referendum in person, you can apply to vote by proxy (someone else voting on your behalf). You can use this form to apply to vote by proxy for one particular election only.

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 by 5pm **11 working days** before election day. They should contact the 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 should let your proxy know 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 election 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.
- You will 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 your Electoral Registration Officer.

Voting as proxy

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.

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.

More information

If you have any questions about voting by proxy, go to **yourvotematters.co.uk** or contact your electoral registration office.

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 **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 at a particular election or referendum

Only one person can apply to vote by proxy 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 your electoral registration office. You can get the address at yourvotematters.co.uk

1 About you

Surname

First names (in full)

Your address (where you are registered to vote)

Postcode

Daytime telephone or mobile number (optional)

E-mail address (optional)

2 About your proxy

Name

Relationship to you (if any)

Full address

Postcode

3 At which election or referendum do you want a proxy vote?

I want to vote by proxy at all election(s) and the referendum(s) held on:

D	D	M	M	Y	Y	Y	Y		

4 Why do you want a proxy vote?

Please explain why you are not able to go to your polling station on election day:

5 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, punishable on conviction by imprisonment of up to 2 years and/or a fine.

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.

6 Date of application

Today's date

D	D	M	M	Y	Y	Y	Y		