

# Application to vote by post or proxy for an indefinite period (employment reasons)

For office use RPF7  
Const.

Poll district

Elect No.

Read the notes below before completing both sides of this form in BLOCK LETTERS

## Part 1

### About yourself

Your name

Surname

Forenames in full

Present Address

Post code

Telephone number(s) (if any)

Address on Register

This might not be your present address - see notes below

Post Code

## Part 2

### Reasons for this application

You must make sure Part 2 is properly completed - see notes below. \*Delete whichever does not apply

Your Reason

\*I am/my spouse is employed by:

tick box if self-employed

as a: (describe job)

I cannot reasonably be expected to go to my polling station at elections because:

Your Signature

I hereby apply for either\* a postal or\* a proxy vote on the grounds set out above.

Date

Now complete the other side of this form



## REGISTER OF ELECTORS

Representation of the People Acts  
European Parliamentary Elections Act 1978

## How to fill in this form - Important advice from your Electoral Registration Officer

### About this form

This form tells me that you want to vote by post, or get someone else to vote on your behalf, at elections for an indefinite period. It is for people who have a right to vote but who cannot reasonably be expected to vote in person at their polling station because of the nature of their job (or their spouse's). This form is a legal document and your vote may depend on it. Fill it in carefully using BLOCK LETTERS throughout - except for your signature. Each elector must apply on a separate form - so for example a married couple who want to apply need two forms.

### About Part 1

Fill in your full name and present address in the space provided. The **address on register** is the address for which you are entered in my register of electors. I cannot give you an absent vote unless you are on my register of electors.

Most people who are on my register can vote at all elections. Unless you tell me otherwise, or if my register shows that you are allowed to vote only at certain types of election, I shall consider your application for an absent vote to be for all elections (parliamentary, European Parliamentary and local government).

If you were living at your present address on 10th October last year then it is likely that you are registered for your present address. In that case just write 'as above'.

If you have changed addresses within the last 16 months, it is possible that you are still registered at your previous address and not at your present address. If you are in any doubt you should check the register and fill in the address given there (copies of the register should be available in your local library, some post offices and council offices).

If you are registered to vote as a service voter, an overseas elector or following a 'patient's declaration', the address you give should be that for which you are registered as an elector. **Contact me or my staff at the Council Offices if you are in doubt about what address to give in part 1.**

### About Part 2

Now give details of your or your spouse's job and explain why you need to vote by post or proxy, e.g. "My business takes me away from home for long periods at a time" or "My husband's work takes him away from home and I accompany him because . . .".

## Part 3

## Post or proxy voting?

Read the notes below before you fill in either the By Post or the By Proxy section

### By Post

If you choose to vote by post give here the UK address to which the ballot paper is to be sent.

OR

Postcode

### By Proxy

If you choose to vote by proxy give the name and address of your proxy below. You must first make certain that the person is willing, and able to be appointed, to vote on your behalf - please read the notes below

Proxy's full name and address

Relationship to you (if any)

Either\* I have consulted the person named above and I confirm that he/she is willing and able to be appointed to vote on my behalf or \* I, the person named above, confirm that I am willing and able to be appointed to vote on behalf of the applicant

### Your Signature

Applicant's signature

Proxy's signature

\* Delete the statement which does not apply

## Part 4

## Support for this application

### Important

Read the notes below and then ask the employer or, if you have ticked the self-employed box above, someone else, to certify your application.

Certificate by

I certify that the statements included in Part 2 of this application are true and that

*\*I am the employer named in Part 2 or acting for the employer*

*\*I know the self-employed person referred to in Part 2 of this application but am not the husband, wife, parent, grandparent, brother, sister, child or grandchild of that person.*

I am 18 years of age or over.

\*Delete whichever does not apply

Name

Position in company

Position (if acting for the employer)

Date

### Certifier's Signature

**Warning - A fine of up to £5,000 can be incurred by anyone who on this application makes a statement he or she knows to be false, or signs an application when not authorised to do so or signs an application which he or she knows contains a false statement.**

### About Part 3

You can choose whether you want to vote by post or get someone else (called a 'proxy') to vote on your behalf. You cannot choose both. If you prefer a postal vote, fill in the address to which I should send your ballot paper. **It must be within the U.K. We normally send out postal ballot papers about a week before polling day.**

If you decide to apply to vote by proxy, and you have consulted your proxy and can confirm that he or she is willing and able to be appointed to vote for you, then only you need sign in the space provided. Otherwise, your proxy must also sign his or her name. Not everyone is allowed to act as a proxy. Your proxy must:

- be able to vote in the U.K. elections, (he/she need not be currently registered as an elector)
- not have agreed to act as a proxy for more than two electors including yourself. He/she is however allowed to act as proxy for any number of his/her relatives (husband/wife, parent, grandparent, brother, sister, child or grandchild)

Note too that:

- if I grant you a postal vote you are not allowed to vote at the polling station
- if I grant you a vote by proxy you may vote in person, but only if your proxy has not already voted on your behalf or has not applied for a postal vote to vote on your behalf

### About Part 4

The rules covering your application say that you must get someone to certify that what you say in Part 2 is true. This person must be the employer (or someone who can sign for the employer) unless you have ticked the box to show self-employment. If you are self-employed the certificate can be filled in by anybody who knows you so long as he or she is not a relative, is aged 18 or over and knows that what you have said in your application is true.

### How to return this form

Make sure that all four parts of the form are properly filled in, signed and dated. Then detach the form from the notes along the dotted line and return it to the Electoral Registration Officer for the area in which you are registered to vote. If I grant your application, you will be given a postal or proxy vote at all parliamentary, European Parliamentary and local government elections, unless my register shows that you are allowed to vote only at certain types of election. I will make inquiries about your case from time to time but *you should tell me at once if there is any change in the information given on this form.* You may do this by filling in another application form and sending it to me.

# Don't lose your right to vote



# Application to vote by post or proxy at a particular election

Office use	RPF 9A
Const.	
Poll district	
Elect No.	

Read the notes below before completing both sides of this form in **BLOCK LETTERS**

## Part 1

## About yourself

### Your name

Surname

Forenames in full

### Present address

Post code

Telephone number(s) (if any)

### Address on Register

This might not be your present address - see notes below

### Which election?

My application is for the -  
Tick box which applies

Parliamentary Election

European Parliamentary Election

Local Government Election

Date of Election

### Reason for this application

**Important - see notes below** Give detailed reasons why you need an absent vote:  
*I cannot reasonably be expected to vote in person at my polling station at that election because -*

### Your Signature

I hereby apply for *either*\* a postal or\* a proxy vote on the grounds set out above.

Date

\*delete whichever does not apply

Now complete the other side of this form



## REGISTER OF ELECTORS

Representation of the People Acts  
European Parliamentary Elections Act 1978

## How to fill in this form - Important advice from your Electoral Registration Officer

### About this form

This form tells me that you want to vote by post, or get someone else to vote on your behalf, at a particular election. It is for people who have a right to vote but who cannot reasonably be expected to vote in person at their polling station on the day of the poll. This form is a legal document and your vote may depend on it. Fill it in carefully using **BLOCK LETTERS** throughout - except for your signature. Each elector must apply on a separate form - so for example a married couple who want to apply need two forms.

### About Part 1

Fill in your full name and present address in the space provided. The **address on register** is the address for which you are entered in my register of electors. I cannot give you an absent vote unless you are on my register of electors.

If you are living at your present address since before 11th October last year then it is likely that you are registered for your present address. In that case just write 'as above'.

If you have changed address within the last 16 months, it is possible that you are still registered at your previous address and not at your present address. If you are in any doubt you should check the register and fill in the address given there (copies of the register should be available in your local library, some post offices and council offices).

If you are registered to vote as a service voter, an overseas elector or following a 'patient's declaration', the address you give should be that for which you are registered as an elector. **Contact me or my staff at the Council Offices if you are in doubt about what address to give in part 1.**

Now fill in the details of the election at which you want to vote by post or proxy and give me the reason for your application. Explain where you expect to be on polling day and why you cannot reasonably be expected to vote in person, e.g. "I shall be away on holiday at... on polling day" or "I am recovering from a serious accident/illness and find it difficult to get about". If the application is because of illness please state what the illness is.

There is a separate form RPF9(B) for people who need a postal or proxy vote because of unforeseen health reasons and have missed the normal closing date.

## Part 2

## Post or proxy voting?

Read the notes below before you fill in either the By Post or the By Proxy section

### By Post

If you choose to vote by post, give here the UK address to which the ballot paper is to be sent, then cross out the By Proxy section below.

OR

### By Proxy

If you choose to vote by proxy give the name and address of your proxy below. You must first make certain that the person is willing, and able to be appointed, to vote on your behalf - please read the notes below

Proxy's full name

Proxy's address

Postcode

Postcode

Proxy's relationship to you (if any)

Either \* I have consulted the person named above and I confirm that he/she is willing and able to be appointed to vote on my behalf

or \* I, the person named above, confirm that I am willing and able to be appointed to vote on behalf of the applicant.

### Your Signature

Applicant's signature ..... Proxy's signature .....

\*delete the statement which does not apply

### Warning

A fine of up to £5,000 can be incurred by anyone who on this application makes a statement he or she knows to be false.

### About Part 2

You can choose whether you want to vote by post or get someone else (called a 'proxy') to vote on your behalf. You cannot choose both. If you prefer a postal vote, fill in the address to which I should send your ballot paper. It must be within the U.K. We normally send out postal ballot papers about a week before polling day. So if you are not likely to receive yours around that time at the address you give me, you should consider choosing a proxy.

If you decide to apply to vote by proxy, and you have consulted your proxy and can confirm that he or she is willing and able to be appointed to vote for you, then only you need sign in the space provided. Otherwise, your proxy must also sign his or her name. Not everyone is allowed to act as a proxy. Your proxy must:

- be able to vote in the type of election concerned (he/she need not be currently registered as an elector)

- not have agreed to act as a proxy for more than two electors including yourself. He/she is however allowed to act as proxy for any number of his/her relatives (husband/wife, parent, grandparent, brother, sister, child or grandchild)

Note too that:

- if I grant you a postal vote you are not allowed to vote at the polling station
- if I grant you a vote by proxy you may vote in person, but only if your proxy has not already voted on your behalf or has not applied for a postal vote to vote on your behalf

### How to return this form

The form should be returned to the Electoral Registration Officer for the area in which you are registered to vote. You must make sure that this application reaches me at the Council Offices\*

by NOON on \_\_\_\_\_

NOTE If there is no date given on the form, the closing date is noon, 13 working days before polling day (working days exclude weekends, bank holidays, Maundy Thursday, Good Friday, Christmas Eve and Christmas Day).

\*In Scotland, the form should be sent to the office of the Electoral Registration Officer.

Don't lose your right to vote

