

## 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.

You can use this form to apply to vote by proxy if you are a Crown servant, British Council employee or their spouse or civil partner. In Scotland, this form also allows a person aged 14 or over who is registered as a Crown servant or British Council employee because they are living with a parent or guardian who is a Crown servant or British Council employee serving abroad, to vote by proxy in local elections and elections to the Scottish Parliament once they are 16 years old.

In England and Wales you must be 18 or over on polling day to vote.

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 and European Parliament.

## 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.
- Fill in the proxy vote application form. You must give a reason why you want to vote by proxy.
- Make sure you complete all sections of the form 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 your electoral registration office.
- Return your form to your electoral registration office. You can find their details at [yourvotematters.co.uk](http://yourvotematters.co.uk)

**Please do not return your form to the Electoral Commission.** Your application form must arrive at your electoral registration office by **5pm, 11 working days before the poll** when changing or cancelling an existing proxy, postal or postal proxy vote and by **5pm, 6 working days before the poll** when applying for a new proxy vote.

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**.

**This form and these deadlines do not apply in Northern Ireland.** Visit [eoni.org.uk](http://eoni.org.uk) for more information.

## 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 the poll**. They can contact the electoral registration office for more details and to request a further application form. For contact details, go to [yourvotematters.co.uk](http://yourvotematters.co.uk)
- 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 polling 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.

## **Application to vote by proxy for a Crown servant, British Council employee or their spouse or civil partner and, in Scotland only, their children who are living with them**

### **Voting as a 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 local elections and elections to the Scottish Parliament) 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](http://yourvotematters.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 [yourvotematters.co.uk](http://yourvotematters.co.uk)

Staff at electoral registration offices will only use the information you provide for electoral purposes. They will look after personal information securely, follow the Data Protection Act 1998 and they will not give your personal information to anyone else unless they have to by law.

# Application to vote by proxy for a Crown servant, British Council employee or their spouse or civil partner and, in Scotland only, their children who are living with them

## 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 find their address at [yourvotematters.co.uk](http://yourvotematters.co.uk).

### 1 About you

Surname

First name(s) (in full)

Current address (this address will be used for correspondence)

  

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Postcode

Telephone no (optional). Please include country code

Email (optional)

  

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Providing an email and telephone number gives a quick and easy way to contact you about your application.

### 2 UK registration address

Please give your full UK registration address:

  

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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 or British Council employee)

for the elections/referendums to be held on

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
D	D	M	M	Y	Y

for the period

from

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
D	D	M	M	Y	Y

to

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
D	D	M	M	Y	Y

### 4 Why do you want to vote by proxy?

  

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### 5 About your proxy (the person you have chosen to vote on your behalf)

Full name

Family relationship (if any)

Full address

  

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Postcode

Email or telephone no (optional)

# Application to vote by proxy for a Crown servant, British Council employee or their spouse or civil partner and, in Scotland only, their children who are living with them

## 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.

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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 your electoral registration office.

## 7 Date of application

Today's date

D D M M Y Y Y Y