

HOW TO COMPLETE YOUR POSTAL VOTING REQUEST

Please complete the form following the guidelines below.

Address where you are registered to vote

Enter the address of where you are registered to vote, if it has not already been pre-printed (if pre-printed, please correct any mistakes).

About you

Enter your name and contact details (please note contact details are optional).

Your Date of Birth

You must enter your date of birth in the following format

D	D	M	M	Y	Y	Y	Y
Day		Month		Year			

Postal vote for which elections

You can choose to vote by post at all types of elections, for parliamentary elections only or for local elections only. If you are unsure, then we would recommend that you choose to vote at "All" elections as you may lose your vote for one type of election if multiple elections are held on the same day.

For how long do you want a postal vote?

You need to decide if you wish to have a postal vote:-

- *Until further notice* - for all elections until you tell us otherwise;
- *for elections on* – when you already know of an election on a particular date;
- *for elections until* – when you have a date after which you no longer need a postal vote

Please note that if your application to vote by post is for elections to be held on 4 June 2009

your completed application form must be received by 5pm on 19 May 2009. For your

information postal ballot packs will be sent out by first class mail on or around 22 May 2009.

Address for postal ballot paper(s)

If you will be away from home, then you can choose to have your ballot papers sent to an address other than the one shown in Section 1. You must however, provide the reason why you want the ballot paper(s) sent to an alternative address.

Have you had help completing this form?

If you have not been able to complete this form yourself, please give us the name and address of the person who helped you, so that we may contact them should we need to.

Declaration

Please sign the form in the box provided.

Please note that your date of birth and signature must be kept within the borders of the boxes provided. Failure to do so will mean that this application will not be valid.

Your personal identifiers will be stored securely. Each time you vote by post, your signature and date of birth provided on the postal voting statement will be checked against these identifiers to ensure your postal vote remains secure.

If you are unable to provide a signature or you are unable to sign in a consistent or distinctive way because of any disability, or you are unable to read or write, the registration officer, in these circumstances, may grant you an exemption which will mean you will not be required to provide a signature. Please give us the reason why you cannot supply a signature.

If you need any further help or guidance, then please contact the staff in Electoral Services, either by calling in person at the Council Offices, Civic Centre, Tannery Lane, Ashford, TN23 1PL or telephoning on 01233 – 330 402, during normal office hours.

Application Form to Vote by Post

Please complete in **BLACK INK and BLOCK CAPITALS** and return to Electoral Services Office, Civic Centre, Tannery Lane, Ashford, Kent, TN23 1PL. If you need help filling in this form please phone **01233 330402**.

Address where you are registered to vote

About you

First name(s) (in full)

Surname

Title (Mr, Mrs, Ms, Miss, Dr, Other)

Your Date of Birth

Day		Month		Year	

Declaration

As far as I know, the details on this form are true and accurate. (You can be fined for making a false statement on this form.)

Signature: Keep within the border and use **BLACK INK**.

I cannot supply a signature because

Date:

Postal vote for which elections

All elections you are entitled to vote at

Local elections

Parliamentary elections

For how long do you want a postal vote?

Until further notice

For election(s) on

Day		Month		Year			

For election(s) until

Day		Month		Year			

Address for postal ballot paper(s)

My address where I'm registered to vote

or

The following address

Reason for sending ballot paper(s) to an alternative address

Have you had help completing this form?

Name and Address of helper
