

London Borough of Hammersmith & Fulham

Electoral Services

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HMO PROPERTIES LTD
14 ANY STREET
LONDON, W6

**Representation of the People Act 1983
Voter registration for houses in multiple occupation**

As the Electoral Registration Officer I have a duty to ensure the registration of all eligible residents in Hammersmith & Fulham. A new register is being prepared now.

Last year I asked landlords and property owners to help me. This was very successful, and hundreds of tenants were registered, who might otherwise have lost the right to vote.

I am repeating the exercise again this year. Not only is this the most efficient way to register your tenants, but it is the most cost-effective way of using local council tax payers' money to provide this service.

I enclose a voter registration form for you to complete and return.

Information is provided on the back of the form. If you have any further questions, please contact the Electoral Services team.

Thank you in advance for your cooperation.

Yours faithfully,

A handwritten signature in black ink, appearing to read 'Geoff Alltimes'. The signature is fluid and cursive, with a long horizontal stroke at the end.

Geoff Alltimes
Electoral Registration Officer



Assistant Chief Executive
Lesley Courcouf

Voter registration for houses in multiple occupation

Your questions answered...

Why have I been sent this form?

Council records show you are the owner – or an agent of the owner – of a house in multiple occupation (HMO). Such properties usually include a number of households who share bathrooms, kitchens, etc.

In order to compile the new electoral register (which will be published on 1 December 2007) we are asking you to provide details about your property and the current tenants.

What if I have a lettings agent?

If you are not able to provide information on the tenants, but you have an agent who deals with lettings, then:

- fill in part 2 yourself
- pass to the agent to fill in parts 3 to 5

What will you do with this information?

After we have received this form back from you, we will write to each of the tenants individually to confirm their details and eligibility to vote.

How often will you contact me?

We will aim to contact you frequently enough to maintain an accurate electoral register.

This will depend on how often the tenants change, but will probably be two to three times a year.

If it appears that you live at the address with no more than three lodgers, you will receive a form once a year.

Why can't you contact the tenants directly?

Past experience has shown that it is often difficult to register the residents of HMOs. We do not always know, for example, how many individual rooms there are, and the rooms may not even have door numbers.

Also, it is often difficult for us to get a complete response from the whole property, or to know if certain rooms are unoccupied.

Will you share this data with other services?

We work with the Private Housing Services who deal with property licensing for HMOs.

The Electoral Registration Officer may also share data with other council services in order to maintain accurate records and to help in detecting and preventing fraud.

The law

“A registration officer may require any person to give information required for the purposes of ... maintaining registers of parliamentary and local government electors.”

“If any person—

- a. fails to comply with, or
- b. gives false information in pursuance of,

any such requisition ... he shall be liable on summary conviction to a fine not exceeding level 3 on the standard scale [£1000]”

Representation of the People (England and Wales) Regulations 2001: Part III Reg 23 (1);(3)

If you have any questions, please get in touch with us:

Helpline: **020 8753 2174**
Monday to Friday 9am to 5pm

Write or visit: Electoral Services
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