

Proxy voting guide

If someone has chosen you as their proxy, you can vote for them either in person or by post

How to vote as someone's proxy... in person

We will send you a **proxy voting letter** on 23 April.

You have to go to the elector's own polling station. The voting letter will tell you where this is, and it will include a map. It will help the staff in the polling station if you take your proxy voting letter with you, but you do not have to in order to vote.

London Borough of Hammersmith & Fulham
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h&f
hammersmith & fulham

23 April 2010

Ms Anne Elector
21 Anne's Road
London
W12 1BY

PROXY VOTING LETTER
General and Council Elections – 6 May 2010
Hammersmith Constituency, Addison Ward

The elector named below has appointed you as their proxy to vote on their behalf.

Date of Election **6 May 2010**
Polling station open **7am to 10pm**
Polling Station **Lena Gardens School
Lena Gardens
W6**

To vote as proxy, you must go to this polling station. Tell the staff that you wish to vote as proxy; give the name and qualifying address of the elector, as follows:-

Elector Number **ADA 1234**
Name and Address **Mr Terence Voter
77 Ballot Road
London
W6 1AB**

The staff will give you the elector's ballot paper. The method of voting as proxy is the same as for casting your own vote.

It is an offence to vote as proxy for some other person if you know that the person is subject to a legal incapacity to vote e.g. if that person has been convicted and is detained in a mental institution in pursuance of his sentence. It is also an offence to vote at these elections for more than two persons of whom you are not the husband, wife, civil partner, parent, grandparent, brother, sister, child or grandchild.

The person who appointed you as proxy may themselves vote in person at this election if they are able, and wish to do so, and if they cast their vote before you vote on their behalf.

ISSUED BY THE RETURNING OFFICER

The **presiding officer** (person in charge of the polling station) will ask you some questions to make sure that the vote is properly issued. They will check that the elector has not already voted, and will mark the voters list and the list of proxies before giving you the elector's ballot paper.

If you are using your own vote, or if you are a proxy for more than one person at the same polling station, you will not be given all ballot papers at the same time. This

is because the votes you make on these ballot papers may be for different candidates, depending on who your proxy has asked you to vote for. In case of an allegation of fraud, an election court has to be able to trace individual ballot papers.

After putting the first vote in the ballot box, you will have to go back to the issuing table to get the next one. The presiding officer will try to make sure you do not have to join the queue again (if there is one), so you should be able to get the other ballot paper straight away.

Can the elector change their mind?

Yes. If the person who has appointed you as their proxy changes their mind on election day - i.e. they want to vote themselves - they are allowed to, except if you have already voted for them, or if you have applied to vote by post.

How to vote as someone's proxy... by post

If you want to use your proxy vote by post, you must tell us this in writing by **5.00pm on 20 April**. You can do this by filling in the enclosed form and returning it to us. You do not need to re-apply if you have already arranged this.

Postal voting packs will be sent first class on **23 April**. We have enclosed a postal voting guide which explains postal voting in more detail.

If you arrange to vote by post, the person who has appointed you as their proxy will not be able to choose to vote themselves on polling day.



Helpline 020 8753 4466

(including Typetalk)

Monday to Friday 8.00am to 8.00pm

www.lbhf.gov.uk/electoralservices