

Application to vote by post

Only **one** person per form please. If more forms are needed, please photocopy, contact Electoral Services on 020 8753 4466 or visit the website www.lbhf.gov.uk. Please use **black ink and BLOCK LETTERS**.



If you have a postal vote already you do not need to re-apply.

1 About you

Mr Mrs Miss Ms

Surname or family name

First names (in full)

Your address where you are registered to vote (include flat number or description)

Daytime phone number

Email address

Postcode

Your address where you are living now (if different)

2 Which elections?

I want to vote by post at (tick one box)

- All elections I am entitled to vote at
 Local council elections only
 Parliamentary and European elections only

3 How long for?

I want my postal vote to last:

- Until further notice
 Only from _____ to _____
 Only for the election to be held on 6 May 2010.

4 Address for postal ballot paper

Please send my ballot paper to

Postcode

If this is not the address where you are registered, you must tell us why you want your ballot paper sent somewhere else.

Voting by proxy

If you want to have someone to vote for you (a 'proxy') please do not use this form. Please contact Electoral Services for the proper form.

5 Your declaration

Each person has to sign their own form. It is an offence to make a false statement on this form. Maximum fine £5,000.

As far as I know, the details on this form are true and accurate.

Date of birth (e.g. 30 05 1965) in the boxes below

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Day

Month

Year

Please SIGN in the box below using BLACK ink.

IMPORTANT: sign within the border, if you fail to do this, the application will not be valid.

Date of signing _____

F1

If no return envelope was enclosed, please return to: Electoral Registration Officer, London Borough of Hammersmith & Fulham, FREEPOST (PAM 4028) W6 9BR (no stamp needed)

Voting by post **your questions answered**

How to apply

All you have to do is fill in an application form. Just give us your details and tell us how long you want your postal vote to last. You can arrange a postal vote for:

- a **single election**,
- a **set period** (like a year or two if you are a student or regularly working away from home), or
- **permanently** (a ballot paper will automatically be sent to you whenever there is an election until you tell us otherwise).

Q. When do I need to apply?

A. You can apply now, you don't have to wait until an election takes place. To vote by post at this year's Council election we need to receive your application form by 5.00pm, Tuesday 20 April 2010.

Q. What happens when you get my application?

A. We check you are on the voters list and that your form is filled in correctly. Your name is added to the postal voters list, and we write to tell you this. If there is a problem we will get in touch with you.

Q. Can I apply for a proxy vote?

A. Yes, but please contact Electoral Services for the proper form. You will need to give us a reason, and you may need a supporter such as your doctor or employer.

Q. Do I have to pay the postage for my postal vote?

A. No, there is a pre-paid envelope if you are posting back in the UK. If you are posting from overseas you have to use your own stamps.

Q. When will you send me my ballot paper?

A. We will send out ballot papers as soon as the candidates are nominated and ballot papers have been printed. For this year's election, we are planning for the voting packs to be sent on 23 April 2010.

Q. Can you send my ballot paper overseas?

A. We can, but we cannot guarantee you will have enough time to receive it and post it back to us. We recommend you appoint a 'proxy' in the UK to vote for you. Please contact Electoral Services for more advice.

Q. What happens if I don't get, or lose, my postal vote?

A. If your ballot paper has not arrived by 29 April, or you lose or spoil it, please contact Electoral Services. You must do this before 5.00pm on election day. We can arrange a replacement, but we will need proof of your identity.

Q. What if I cannot sign, because I have a disability?

A. If you are unable to sign, please put a note on your form. We will visit you to make an assessment, and may be able to give you an exemption. **It is against the law for someone else to sign for you.**

Q. When does my postal vote have to reach you?

A. Before polling stations close on election day (at 10.00pm). Postal votes that reach us after this time are not counted, even if they are postmarked before election day. If you think you don't have time to post back to us, your postal vote can be handed in at the Electoral Services office or any polling station in your electoral area.

Helpline 020 8753 4466

(including Typetalk)

Monday to Friday 8.00am to 8.00pm

If you find it difficult to read this form we can send you a large print version. Please ring the helpline.

How to contact us

Write or visit: Electoral Services,
Hammersmith Town Hall,
King Street, London W6 9JU

Fax: 020 8753 2007 or
020 8753 2229

Email: electoral.services@lbhf.gov.uk