

## Voting by post

This form applies only in Scotland.

You must be eligible to vote, and registered, to get a postal vote.

You can use this form to apply to vote by post in Scottish Parliament and council elections.

You can apply to vote by post for a particular election, for a set period of time or until further notice.

You will need to use a different form to apply for a postal vote in UK Parliament elections.

For more information, or to find out if you can apply to vote by post using a different method, visit [electoralcommission.org.uk/postalvote](https://electoralcommission.org.uk/postalvote).

Postal votes can be sent to addresses in the UK and abroad.

## How do I apply to vote by post?

- Fill in the postal vote application form.
- Make sure you complete all required sections of the form and provide your date of birth and signature. This information is needed to prevent fraud. If you are unable to sign this form, please contact your local electoral registration office.
- **Return your form to your local electoral registration office.** You can find their details and more information at [electoralcommission.org.uk/voter](https://electoralcommission.org.uk/voter).

**Please do not return your form to The Electoral Commission.**

The deadline for returning your postal vote application is **5pm, 11 working days before the poll**.

If you are not registered to vote, you must apply to register before applying for a postal vote.

The deadline to register to vote is **midnight, 12 working days before the poll**. Register to vote online at [gov.uk/register-to-vote](https://gov.uk/register-to-vote).

## What happens after I have returned this form?

- Your local electoral registration office will confirm if your application has been accepted or rejected.
- When an election is going to be held, your ballot paper will be sent to you in the post. For more information on the delivery of the postal ballot pack, you can contact your local elections office.
- Your postal ballot pack will contain instructions for voting by post and returning your postal vote.
- Make sure you return your postal vote so that it arrives by the deadline, otherwise it will not be counted.

## Privacy statement

This privacy notice tells you what will happen to the personal information you supply with this application form.

The Electoral Registration Officer is the Data Controller for the purposes of data protection legislation. Their lawful basis for collecting the personal information is that the processing is necessary in order to perform a task in the public interest as set out in the Representation of the People Act 1983 and related regulations.

The Electoral Registration Officer is legally required to process your personal information securely and comply with data protection legislation. For further information you should refer to their privacy notice. You can find their website address and contact details at [electoralcommission.org.uk/voter](https://electoralcommission.org.uk/voter).

# Application to vote by post in Scottish Parliament and council elections

## Only one person can apply to vote by post using this form

Please write in black ink and use CAPITAL LETTERS. When you have completed the form, send it to your local electoral registration office. You can find their address at [electoralcommission.org.uk/voter](http://electoralcommission.org.uk/voter).

### 1 About you

Surname

First name(s) (in full)

Your address (where you are registered to vote)

Postcode

Phone number (optional)

Email (optional)

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

### 2 How long do you want a postal vote for?

I want to vote by post (tick one box only):

until further notice (permanent postal vote)

for the elections to be held on

D	D	M	M	Y	Y	Y	Y

for the period

from

D	D	M	M	Y	Y	Y	Y

to

D	D	M	M	Y	Y	Y	Y

### 3 Address for ballot paper (only required if different from the address where you are registered to vote)

Please send my ballot paper to (address):

Postcode

The reason I would like my ballot paper sent to this address, rather than my registered address is:

### 4 Your date of birth and declaration

**Declaration:** 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.

D	D	M	M	Y	Y	Y	Y		

**Signature:** Sign below using black ink, keeping within the grey border.

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If you are unable to sign this form, please contact your local electoral registration office.

### 5 Date of application

Today's date

D	D	M	M	Y	Y	Y	Y