



Electoral registration form for a Crown Servant or British Council employee (or spouse)



Am I eligible to vote?

If you are working outside the UK as a Crown Servant or as an employee of the British Council, you can still register to vote. You can also register if you are married to a Crown Servant or British Council employee and you are accompanying them during their employment abroad.

You need to be registered at the address where you would be living if you were in the UK, or at your last registered address.

British citizens, Irish citizens and citizens of the Commonwealth countries (including Cyprus and Malta) can vote at all elections.

Citizens of other EU countries can vote in local government elections but cannot vote in UK parliamentary elections. If you are an EU citizen and want to vote in European parliamentary elections you must fill in a separate form. Contact your electoral registration office to ask for one.

How do I register to vote?

- 1 Fill in the electoral registration form.
- 2 Make sure **you** sign the declaration.
- 3 Get your completed form authorised by the relevant officer in your post or department.
- 4 Return your form as soon as possible to your electoral registration office. You can find their contact details at www.aboutmyvote.co.uk

Register to vote as soon as you can, or it may be too late to vote in the next election.

Who has my personal details?

There are two versions of the electoral register – the **full** version and the **edited** version. The full register is used for elections and referendums, preventing and detecting crime, and checking applications for credit. The edited register is available for general sale and can be used for commercial activities such as marketing.

Your details will appear on the full version of the register, but you can **choose** whether or not your details appear on the edited register.

How can I vote?

You can vote in one of **three** ways.

- **By post** if you want your ballot paper sent to you. You should be aware that it will be sent to you about a week **before** the election. So, you need to consider whether there is enough time to receive your ballot paper, mark your vote and return it before voting closes on election day. Ballot papers that arrive after this time will **not** be counted.
- **By proxy** if you want someone else to vote on your behalf. Your proxy must be aged 18 or over, a British, Irish or Commonwealth citizen and be living in the UK. Your proxy can either vote at the polling station for the area where you are registered, or by post.
- **In person** if you are in the UK on election day. You can only vote at the polling station where you are registered to vote in the UK. You **cannot** vote at your local embassy or consulate. You can not vote in person if you, or your proxy, have applied to vote by post. If you have appointed a proxy, you can still vote in person, provided your proxy has not already voted for you.

If you want to vote by post or by proxy, you need to fill in one of the application forms that accompany this form.

More information

If you have any questions about registering to vote or about postal or proxy voting, contact your electoral registration office. This is the office responsible for the area where you would be living if you were not posted abroad or where you were last registered to vote in the UK.

In England and Wales, the electoral registration office is based at your local council. In Scotland, it may be a separate office.

For contact details, go to www.aboutmyvote.co.uk

This form does not apply to Northern Ireland. Visit www.eoni.org.uk for more information.



Electoral registration form for a Crown Servant or British Council employee (or spouse)



Only one person can register using this form. Please read the notes carefully before filling in this form. Please write in black ink and use **BLOCK LETTERS**. When you have filled in **every** section and signed the form personally, send it to your electoral registration office.

1 About you

Surname

First names (in full)

Current address (outside the UK)

This address will be used for correspondence.

Postcode

Tick here if you **do not** want your name to be included on the **edited** register, which is available for general sale.

You do not have to give the following information, but it will help us to contact you if there is a query about your form.

Daytime telephone or mobile number (including country codes)

Email address

2 Employment

Please tick the **one** statement that applies to you.

- I am employed (or am about to take up employment) as a Crown Servant
- I am employed (or am about to take up employment) as a British Council employee
- I am the wife, husband or civil partner of a Crown Servant
- I am the wife, husband or civil partner of a British Council employee

Description of your/your wife's/your husband's/your civil partner's post. If you are a Crown Servant, please include the name of your government department.

3 UK registration address

Please give the **full** address where you would be living in the UK if you were not working abroad. If you cannot say where you would be living, give your last address before you took up your post.

Postcode

4 Declaration

You must sign the declaration yourself. If the form is not signed, it will be sent back to you. This declaration cancels any previous declaration you may have made.

I am a British, Irish or Commonwealth citizen. If you are a citizen of another European Union country, please state which country you are from.

I am aged 18 or over. If you are under 18, please give your date of birth.

Day Month Year

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

Signature

Date

Official stamp of government department or British Council.

FOR OFFICE USE ONLY

Polling district:

Date received:

Elector number:

Date added:



How do I apply to vote by proxy?

- 1** You must ask someone you know to be your proxy and vote on your behalf. Please note that a person can only be the proxy for close relatives and up to two other people at the same election.
- 2** Fill in the proxy vote application form.
- 3** Make sure **you** complete all sections of the form and supply your date of birth and signature.
- 4** Return your form as soon as possible to your local electoral registration office.

You can find their address at www.aboutmyvote.co.uk.

Please **do not** return your form to the Electoral Commission. **Please note:** your application form must arrive at your electoral registration office at least **11 working days** before the election when changing or cancelling an existing postal or postal proxy vote and at least **6 working days** before the election when applying for a new proxy vote.

Voting by proxy

You can apply to vote by proxy for a particular election, for a set period of time or for all future elections. This form allows you to vote by proxy for as long as you remain registered as a Crown Servant, British Council employee or their husband, wife or civil partner.

What happens after I've returned this form?

- Your proxy must go to **your** local polling station to vote. If your proxy cannot get to the polling station, they can apply to vote for you by post. They can apply to do this up to 11 days before election day. Contact your electoral registration office for more details.
- Your proxy will be sent a proxy poll card, telling them where and when to vote on your behalf.
- You must let your proxy know how you want them to vote on your behalf, for example, which candidate or which party.
- If it turns out that you are able to go to the polling station on election day, you can vote in person as long as your proxy has not already done so and has not applied to vote for you by post.
- You will need to give your date of birth and signature on this application form. This information is needed to tackle fraud.

More information

If you have any questions about voting by proxy, go to www.aboutmyvote.co.uk or contact your electoral registration office. This is the office responsible for the address where you would be living if you were not posted abroad or where you were last registered to vote in the UK.

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This form does not apply in Northern Ireland. Visit www.electoralofficeni.gov.uk for more information.



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1 About you

Surname

First names (in full)

Current address

(this address will be used for correspondence)

Postcode

| | | | | | | |

Daytime telephone or mobile number (including country code)

E-mail address (optional)

2 UK registration address

Please give the full address where you were registered to vote in the UK:

Postcode

| | | | | | | |

3 How long do you want a proxy vote for?

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

until further notice (while I am registered as a Crown Servant, British Council employee or husband, wife or civil partner)

for the elections to be held on
D M Y

for the period
from D M Y

to D M Y

4 About your proxy

Full name

Relationship to you (if any)

Full address

Postcode

| | | | | | | |

5 Your date of birth and signature

I have asked the person I have named as my proxy and confirm that he/she is willing and able to be appointed to vote on my behalf.

Please write your date of birth 'DD MM YYYY' in the black boxes below. Then sign, using black ink, keeping within the grey border. This application cancels any proxy voting arrangements you may have made before.

| | | | | | | |

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

Large grey-bordered box for signature

Today's date

| | | | | | | |
D M Y

For office use only

Polling district:

Elector number:

Date received:

Date added: