

Application to vote by post

Voting by post

Voting by post is an easy and convenient way of voting if you are unable to get to the polling station.

You can use this form to apply to vote by post for a particular election or referendum, for a set period of time or for all future polls. Postal votes can be sent to addresses in the UK and abroad.

You must be registered and eligible to vote.

How do I apply to vote by post?

- Fill in the postal vote application form.
- Make sure you complete all sections of the form and supply your date of birth and signature. Your date of birth and signature are needed on this application form, and again when you use your postal vote. This information is needed to prevent fraud. If you are unable to sign this form, please contact your electoral registration office.
- Return your form to your electoral registration office at 20 Commercial Road, Lerwick, Shetland, ZE1 0LX Email: ero@shetland.gov.uk

To be applicable for the Scottish Parliament Election to be held on 6 May 2021 you must return your postal vote application form by **5.00pm on 6 April 2021**.

If you are not already registered to vote, you must register before applying for a postal vote. The deadline to register to vote for the Scottish Parliament Election is **midnight on 19 April 2021**. Register to vote online at gov.uk/register-to-vote

What happens after I've returned this form?

- When an election or referendum is going to be held, your ballot paper will be sent to you in the post. To find out when your ballot paper will be issued you can contact your elections team at your local council.
- Make sure you return your postal vote so that it arrives by the close of poll, otherwise it will not be counted. A Freepost envelope is included in your postal ballot pack. But, if you are sending it from overseas, you may need to pay the postage.
- If it is too late to send your vote back by post, you can hand it in on polling day to the elections team at your council, or drop it off at certain polling stations.

Privacy statement

The Electoral Registration Officer (ERO) collects information under the legal basis of a task carried out in the public interest, as set out in the Representation of the People Act 1983 and related regulations. The ERO will look after personal information securely and follow data protection legislation.

If you opted-out of the open register the ERO will only use the information you give us for electoral purposes, including matching it against other sources of data to support the electoral register. The ERO will not give personal information to anyone else, unless they have to by law. The law requires the ERO to share your information with candidates, political parties and campaigners for democratic engagement purposes and credit reference agencies to check your identity when you apply for credit.

If you have not opted-out of the open register your name and address can be bought by anyone and used for lots of purposes, including direct marketing.

The Electoral Registration Officer is the Controller. For further information relating to the processing of personal data you should refer to their privacy notice on their website. You can find their website address and contact details at electoralcommission.org.uk/voter.

Application to vote by post

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 every section and signed the form yourself send it to: Electoral Registration Office, 20 Commercial Road, Lerwick, Shetland, ZE1 0LX Email: ero@shetland.gov.uk

1 About you

Surname

First name(s) (in full)

Your address (where you are registered to vote)

Telephone no (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/referendums 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 (If different to your registration address)

Please send my ballot paper to (address):

Postcode

The reason I'd 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.

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

5 Date of application

Today's date

D	D	M	M	Y	Y	Y	Y