Application to vote by proxy in England due to employment

The Electoral Commission

Voting by proxy

Proxy voting means that if you cannot vote in person, you can have someone you trust vote on your behalf.

You can use this form to apply to vote by proxy if your employment or your spouse or civil partner's employment means that you cannot vote in person.

This form applies only in England.

To vote by proxy, both you and your proxy must be registered and eligible to vote.

A proxy can vote for a maximum of 4 people. No more than 2 of those people can be domestic electors. Domestic electors are voters who are neither overseas voters nor service voters.

For more information on proxy voting and other ways to apply, visit **electoralcommission.co.uk/proxyvote**.

How do I apply to vote by proxy?

- Ask someone who is willing and capable to be your proxy and vote on your behalf.
- Fill in the proxy vote application form. You must give a reason why you want to vote by proxy. You must get someone to support your application. See notes below for information on who can support your application.
- Make sure all required sections of the form are complete 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.
- If your application has missing or incorrect information, your local electoral registration office will contact you. You may need to provide supporting documents and it may take longer to process your application.
- **Return your form to your local electoral registration office**. You can find their details and more information at **electoralcommission.org.uk/voter**.

Please do not return your form to the Electoral Commission.

When applying for a new proxy vote, you must return your application form by **5pm, 6 working days before the poll**.

When changing or cancelling an existing postal, proxy or postal proxy vote, you must return your application form by **5pm, 11 working days before the poll**.

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

Who can support my application?

Your application can be supported by:

- an employer or another authorised person at the place of work (if employed)
- a person who knows you and is not related to you (if self-employed)

Your supporter must be aged 18 or over.

Your supporter must give their details in section 9 and complete the relevant declaration.

Application to vote by proxy in England due to employment

What happens after I have returned this form?

- Your local electoral registration office will confirm if your application has been accepted or rejected.
- 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, party or outcome.
- Your proxy must go to your polling station to vote on your behalf. If your proxy cannot get to the polling station, they can apply to vote on your behalf by post. They can apply to do this until **5pm, 11 working days before the poll**. They can contact your local electoral registration office for more details and to request a postal vote application form. For contact details, go to **electoralcommission.org.uk/voter**.
- If you are able to go to the polling station on polling day, you can vote in person as long as your proxy has not already done so or has not applied to vote on your behalf by post.

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**.

Application to vote by proxy in England due to employment

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 Solihull MBC, Electoral Services, Council House, Manor Square, Solihull B91 3QB or scan and email to election@solihull.gov.uk.

1 About you

Surname

First name(s) (in full)

Your address (where you are registered to vote)

Postcode

Phone number (optional)

Email (optional)

2 Employment details

Please tick one box below.

☐ I am applying for a proxy vote due to my employment

☐ I am applying for a proxy vote due to my self-employment

☐ I am applying for a proxy vote due to my spouse/civil partner's employment

☐ I am applying for a proxy vote due to my spouse/civil partner's self-employment

Please provide the details of the employment or self-employment below.

Job title

Name of employer (you do not need to provide this if you or your spouse/civil partner is self-employed)

3 Your National Insurance number

Please tell us your National Insurance number below. You can find this on your payslip, P60, or on letters about tax, pensions or benefits.

If you cannot provide a National Insurance number, please tell us why. You can still submit this form and someone will contact you. It may take longer to process your application.

4 Why do you want a proxy vote?

Please explain why you cannot go to your polling station on polling day.

5 Who do you want to be your proxy?

Full name

Full address

Postcode

Email or phone number (optional)

Application to vote by proxy in England due to employment

6 How long do you want a proxy vote for?

I want to vote by proxy in all elections I am eligible to vote in (tick one box only):

☐ until further notice (permanent proxy vote)

☐ to be held on

D D	M M	Y Y Y Y

☐ for the period

from

D D	M M	Y Y Y

to

D D	M M	Y Y Y Y

7 Your date of birth and declaration

Declaration: I have asked the person I have named as my proxy and confirm that they are willing and capable to be appointed to vote on my behalf.

To the best of my knowledge and belief, 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 local electoral registration office.

8 Date of application

Today's date

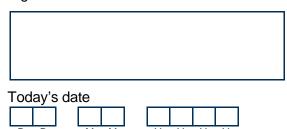|		
D D	M M	Y Y Y Y

9 Support for this application

Read the notes to see who can support your application.

Please ask the person who supports your application to give their name, address and position.

Supporter's full name

Supporter's address

Postcode

Supporter's position

Phone number (optional)

Email (optional)

Your supporter should now complete the relevant declaration on page 5.

Application to vote by proxy in England due to employment

9A Supporter's declaration (if the applicant is employed)

- I am the applicant's employer or an employee with authority to act for the employer
- I am aged 18 years or over
- I know the applicant but am not their spouse, civil partner, parent, grandparent, brother, sister, child or grandchild
- I confirm that to the best of my knowledge and belief, the applicant's statements in section 2 and 4 are true.
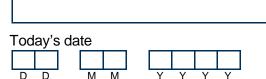
Signature

Today's date

D D   M M   Y Y Y Y

9C Supporter's declaration (if the applicant is the spouse or civil partner of an employed person)

- I am the employer, or an employee with authority to act for the employer, of the spouse/civil partner of the applicant
- I am aged 18 years or over
- I know the spouse/civil partner of the applicant, but am not their spouse, civil partner, parent, grandparent, brother, sister, child or grandchild
- I confirm that to the best of my knowledge and belief, the applicant's statement in section 2 is true.

Signature

Today's date

D D   M M   Y Y Y Y

9B Supporter's declaration (if the applicant is self-employed)

- I am aged 18 years or over
- I know the applicant but am not their spouse, civil partner, parent, grandparent, brother, sister, child or grandchild
- I confirm that to the best of my knowledge and belief, the applicant's statements in section 2 and 4 are true.

Signature

Today's date

D D   M M   Y Y Y Y

9D Supporter's declaration (if the applicant is the spouse or civil partner of a self-employed person)

- I am aged 18 years or over
- I know the spouse/civil partner of the applicant, but I am not their spouse, civil partner, parent, grandparent, brother, sister, child or grandchild
- I confirm that to the best of my knowledge and belief, the applicant's statement in section 2 is true.

Signature

Today's date

D D   M M   Y Y Y Y