

For Office Use

**Electoral Shared Services  
Bromsgrove and Redditch**

Representation of the People Acts  
European Parliamentary Elections Act

# Voter Registration Form

Please complete **ONE** form for each person applying. If you require more forms, please photocopy this form or contact the Electoral Registration Office for more.

<b>1 Your Name</b>	Please complete in <b>BLACK INK</b> and <b>CAPITAL LETTERS</b>		
<b>Surname:</b>	<b>First Names: (in full)</b>		
<b>2 Your Present Address</b>	I apply to be registered at the following address. You can apply at your temporary home if you currently have no other home.		
<b>3 Nationality As stated on passport</b>		<b>Date of Birth 16 or 17 Year Olds Only</b>	<b>Jury Service Over 70 (please tick)</b> <input type="checkbox"/>
<b>4 Your Former Address</b>	I was living at the following address, (please remember to include your postcode).		
<b>Local Council for your old address</b>			
We will inform the Electoral Registration officer for your previous address, so that your name can be removed from that register. If you do not want to be taken off the register from your old address, please explain why:			
<b>5 Which Register</b>	Please see enclosed letter for details of the two version of the register (the full register and the edited register)		
I apply for my name to be excluded from the edited register <input type="checkbox"/> (Tick box if appropriate)			
<b>6 Your Declaration and Signature</b>	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 and/or a fine. I confirm that I am a British, Irish, European Union or qualifying Commonwealth citizen.		
Signed	Dated		
Daytime phone Number	Email Address		
Please provide your contact details in case we need to contact you. This information will not be disclosed to anyone.			
<b>7 Absent Voting</b>	If you would like an absent vote, please choose only one of the options below:		
I would like a postal vote application <input type="checkbox"/>	I would like a proxy vote application <input type="checkbox"/> (This is where someone votes on your behalf)		
<b>8 Please Return To</b>	<b>Electoral Shared Services, The Council House, Burcot Lane, Bromsgrove, B60 1AA.</b>		
	<b>Helpline No: 01527 881 421</b>		

## Notes on how to complete this form

- ① Add the name(s) of the eligible people resident at this address.  
If the address is pre-printed, please check this is correct and make any changes where necessary. If this section is blank, please enter the address where you are currently resident. You can apply at your temporary home if you currently have no other home. If you are unsure about your residency, please contact the Helpline.
- ② In order to be included in the Register a person must :-
  - (a) be resident at a qualifying address in the area;
  - (b) be a British or qualifying Commonwealth Citizen, a Citizen of the Republic of Ireland or of another Member state of the European Union
  - (c) not subject to any legal incapacity to vote (age apart)
  - (d) be aged 18 before 30 November 2012;
  - (e) or have made a Service Declaration, Declaration of Local Connection or Overseas Declaration. These electors can register by a separate application form
- ③ The eligible **European Union** states are:  
Austria, Belgium, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Italy, Ireland, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Poland, Portugal, Slovakia, Slovenia, Spain, Sweden.  
If you become 18 between 01/12/93 – 30/11/94, then please add your details and date of birth.  
In the **Jury Service** box, if you are aged 70 years or more please put a ✓ opposite your name.  
Please enter your previous address(es) and date(s) of move. We will tell the Electoral Registration Officer for your old address(es) that you have moved that your name(s) can be removed from that register. People who live at twohomes (including students) are allowed to register at both
- ④ If you wish to **Opt-Out** of appearing in the **Edited Register** please put a ✓ in the Edited Register box opposite your name. **The Electoral Registration Officer** makes and keeps two versions of the register - the **Full Register** and the **Edited Register**. The **Full Register** lists everyone who is entitled to vote. Only certain people/organisations can have copies of the full register, and they can only use it for specified purposes. The main use of this register is for elections and referendums, but it can also be used for other purposes such as the prevention and detection of crime and for checking your identity when you have applied for credit. It is a criminal offence either to pass this register on, or, use it for any purpose, except as allowed by the regulations. The **Edited Register** leaves out the names and addresses of people who have asked for them to be excluded from that version of the register. The edited register is available for general sale and can be used for any purpose.
- ⑤

- ⑥ **All persons listed MUST SIGN opposite his or her name. Anyone who does not sign opposite his or her name cannot be added to the Register.**
- ⑦ If you would like a **Postal Vote** for all future elections an application form can be sent to your current address if you put a ✓ in the Postal Vote box opposite your name. **\*\*For a Proxy Vote** (someone else voting on you behalf), or if you have any queries regarding Postal Voting, please contact the Electoral Registration Helpline.
- ⑧ Please return this form to the address shown.  
In accordance with the Representation of the People Acts, any application to be registered as an elector is subject to public inspection to allow for objection to the application to be made. At the end of this period of public inspection (if no objection has been received) the applicant may be added to the Register of Electors at the beginning of each month.

### When will my name be added to the Electoral Register?

If we get the form before...	<i>The details will be changed on ...</i>
Monday 12 December 2011	Tuesday 3 January 2012
Tuesday 10 January 2012	Wednesday 1 February 2012
Wednesday 8 February 2012	Thursday 1 March 2012
Friday 9 March 2012	Monday 2 April 2012
(If no elections) Thursday 5 April 2012	(If no elections) Tuesday 1 May 2012
(If elections) Wednesday 18 April 2012	(If elections) Thursday 26 April 2012
Thursday 10 May 2012	Friday 1 June 2012
Friday 8 June 2012	Monday 2 July 2012
Tuesday 10 July 2012	Wednesday 1 August 2012
Friday 10 August 2012	Monday 3 September 2012
There is no monthly update during September, October or November during the annual canvass period when all households have to register. A new Register is published on 1 December.	

### How can I get in touch with you?

<b>Electoral Shared Services</b> <b>The Council House</b> <b>Burcot Lane</b> <b>Bromsgrove</b> <b>B60 1AA</b>	<b>Helpline: 01527 881 421</b>  <b>Email:</b> elections@bromsgroveandredditch.gov.uk  <b>Websites:</b> <a href="http://www.bromsgrove.gov.uk/elections">www.bromsgrove.gov.uk/elections</a> <a href="http://www.redditchbc.gov.uk/elections">www.redditchbc.gov.uk/elections</a>
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