

Application to Vote by Post

Please read the notes provided before completing this form. If you need any help please contact the Electoral Services Helpline on **0113 2224411**. Please use **BLACK** ink.

1. About you

Surname

First Name(s) in full

Your address (where you are registered to vote)

Daytime telephone number (optional)

Email address (optional)

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

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

Until further notice

For the election(s) 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

You can have your postal ballot pack sent to your registered address (as given in part 1) or to a different address. However, if you would like your ballot paper sent to a different address, you must give a reason why.

Please send my postal ballot pack to:

- My address where I am registered to vote
- The following address:

The reason I would like my postal vote sent to an alternative address is:

4. Your Date of Birth & Signature

Please write your date of birth in **DD MM YYYY** format in the boxes below.

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Please sign in the box below using **BLACK** ink. **IMPORTANT** – Keep your signature within the grey border.



Date of signing

d	d	m	m	y	y	y	y

Notes

Part 1 – About you

Please enter your name in full and your address.

You do not have to provide an email address or phone number but it will help us contact you if we have a query with your application. Your details will not be used for any other purpose.

Part 2 – How long do you want a postal vote for?

You need to decide whether you would like a postal vote indefinitely, for a specific election(s) or for all elections during a specific period.

Part 3 – Address for Ballot Paper

If you will be away from home, then you can choose to have your ballot paper(s) sent to an address other than the one shown in Part 1. If you choose for your ballot paper to be sent to a different address other than the address you are registered at you must give a reason for the alternative address. The postal vote must be completed by you, no one else can vote on your behalf. If you wish to appoint a proxy to vote on your behalf please contact us on **0113 2224411**.

Part 4 – Your date of birth and signature

Electors who wish to vote by post are required to provide their date of birth and a specimen of their signature, we call these 'personal identifiers'.

Your personal identifiers will be stored securely. Each time you vote by post, your signature and date of birth provided on the postal voting statement will be checked against these identifiers, to ensure your postal vote remains secure.

If you are unable to provide a signature, sign in a consistent or distinctive way or you are unable to read or write, you should apply for an exemption which will mean you will not be required to provide a signature. You will need a different form for this, please contact us on **0113 2224411**.

Other information

Please note that the deadline for the receipt of new postal vote applications is 5 p.m., 11 working days prior to the date of an election, and it is recommended that you submit your application as soon as possible.

**If you need any further help with your application,
please do not hesitate to contact us:**

Helpline  0113 2224411

Email: electors@leeds.gov.uk