

# Application to vote by post



MANCHESTER  
CITY COUNCIL

Electoral Services Unit  
Room 134  
Town Hall  
Manchester  
M60 2LA

Telephone: 0161 234 1819

Textphone: 0161 234 3378

Fax: 0161 274 0020

Email: [esu@manchester.gov.uk](mailto:esu@manchester.gov.uk)

<http://www.manchester.gov.uk/elections>

## 1. Elector name and registration address

Surname \_\_\_\_\_

First names (in full) \_\_\_\_\_

Address (where you are currently resident)

Postcode \_\_\_\_\_

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

I want to vote by post at all elections until further notice (permanent postal vote).

If you only want a postal vote for particular elections or timescale (tick one box only):

for elections to be held on

	D	D	M	M	Y	Y	Y	Y	Y

for the period

from

	D	D	M	M	Y	Y	Y	Y	Y

to

	D	D	M	M	Y	Y	Y	Y	Y

## 3. Address for ballot paper

Please send my ballot paper to the address above.

Or to this different address:

Postcode \_\_\_\_\_

The reason I would like my ballot paper sent to this address, rather than my registered address is

\_\_\_\_\_

Office use	PD	ElecNo	Recd	OnScr	Initial

## 4. Your date of birth and declaration

**Date of Birth:** Please write your date of birth in the boxes below, using black ink.

	D	D	M	M	Y	Y	Y	Y	Y

**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.

**Signature:** Sign below, keeping within the grey border.

If you are unable to sign please get someone to complete this form overleaf.

## 5. Date of application

Today's date

	D	D	M	M	Y	Y	Y	Y	Y

Telephone \_\_\_\_\_

Email \_\_\_\_\_

Providing a contact telephone/email will help us resolve any issues with your application.

## 6. Exemption from providing a signature

How to apply for an exemption from providing a signature.

Under S.14(1)(c) of the Electoral Administration Act 2006, the Electoral Registration Officer may dispense with the requirement for postal vote applicants to provide a signature if they are satisfied that the applicant is unable to:

- a) Provide a signature because of any disability the applicant has;
- b) Provide a signature because the applicant is unable to read or write;
- c) Sign in a consistent and distinctive way because of any such disability or inability.

To apply for an exemption please ensure that the section below is completed. If anyone has assisted you to complete this form their name and address must also be provided.

**I cannot provide a signature or sign in a consistent way because:**

I am disabled.

I am unable to read or write.

**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.

Name of person assisting the elector

\_\_\_\_\_

Address of person assisting the elector

Postcode \_\_\_\_\_

Signature of person assisting the elector

\_\_\_\_\_

Date \_\_\_\_\_ Tel \_\_\_\_\_ (optional)

You must return this form **11 working days** before an election.

Please return this form to:

Electoral Services Unit  
Room 134  
Town Hall  
Manchester  
M60 2LA

**Remember the elector must provide their date of birth on the front of this form.**

## 7. What happens next?

What happens after I've returned this form?

- When an election is going to be held, your ballot paper will be sent to you in the post. Remember, your ballot paper may not be sent out until four working days before election day.
- If your ballot paper does not arrive by this time, contact the Returning Officer at your local council for a replacement. The Returning Officer can only issue replacements up to 5pm on election day.
- You will need to give your date of birth and signature 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 Officer.
- Make sure you return your postal vote so that it arrives by election day, otherwise it will not be counted. A freepost envelope is included in your postal pack. But, if you are sending it from overseas, you will need to pay the postage.
- If it too late to send your vote back by post, you can hand it in on election day to the Returning Officer at your local council, or drop it off at a polling station. For further information contact the Returning Officer.

### More Information

If you need more information or have any questions about voting by post, go to [www.aboutmyvote.co.uk](http://www.aboutmyvote.co.uk) or contact your electoral registration office.

This form does not apply in Northern Ireland. Visit [www.eoni.org.uk](http://www.eoni.org.uk) for more information.