

ELECTORAL REGISTRATION OFFICER

Electoral Services
Ian Thomas CBE



The Royal Borough Of Kingston upon Thames
Electoral Services
Guildhall
High Street
KT1 1EU
Call: 020 8547 5026
Email: electoral.services@kingston.gov.uk
Web: www.kingston.gov.uk/elections

Applying to vote by post

Your completed form can be returned to Electoral Services, Guildhall, 2 High Street, Kingston upon Thames, KT1 1EU (you can visit the Guildhall on a weekday between 9am and 5pm) or emailed to electoral.services@kingston.gov.uk. **If you decide to email a scanned image of your application, please ensure the image is as clear as possible.**

Once your postal vote application has been processed, you will not be able to vote in person at a polling station unless you cancel your postal vote (in writing) by 5pm, 11 working days before an election or referendum.

If you require this information in a different format, are unable to provide a signature (or sign in a consistent manner) or have any queries, please contact Electoral Services using the details above.

Privacy Statement

We will only use the information you give us for electoral purposes. We will look after personal information securely and we will follow the Data Protection legislation. We will not give personal information about you or any personal information you may provide on other people to anyone else or another organisation unless we have to by law.

The lawful basis to collect the information in this form is that it is necessary for the performance of a task carried out in the public interest and exercise of official authority as vested in the Electoral Registration Officer as set out in Representation of the People Act 1983 and associated regulations.

The Electoral Registration Officer is the Data Controller. You should refer to the Privacy Notice at the website above for further information relating to the processing of personal data.

Application to vote by post

Please complete this form in **BLACK INK and BLOCK CAPITALS**

If you need help filling in this form please call **020 8547 5026** or email: **electoral.services@kingston.gov.uk**

1 About You

Name

Address

Email address (optional): _____

Telephone (optional):

2 How long do you want a postal vote?

Until further notice

For elections/referendums on:

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For elections/referendums until:

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3 Where should we send your postal vote?

The address where I am registered to vote (listed above), or

The following address:

Reason for sending your postal vote to a different address

4 Date Of Birth

Date of birth (for example 02 05 1965)

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5 Your signature and 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 2 years and/or a fine.

Use a handwritten signature in the box below using BLACK ink.

Important - Please keep signature within the border.

Date of Signing:

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6 Can't provide a signature?

I cannot provide a signature because:

Name and address of the person who helped you complete this form:

