

## Voting by proxy

Proxy voting means that if you aren't able to cast your vote in person, you can have someone you trust cast your vote for you.

You can use this form to apply to vote by proxy if you or your spouse or civil partner will be attending an educational course that means that you cannot vote in person.

Both you and your proxy must be registered and eligible to vote.

A person can only be a proxy for close relatives and up to two other people at an election or referendum.

Close relatives are the spouse, civil partner, parent, grandparent, brother, sister, child or grandchild of the applicant.

## How do I apply to vote by proxy?

- You must 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 on who can support the application.
- Make sure all sections of the form are complete and supply your date of birth and signature. You need to give your date of birth and signature on this application form. This information is needed to prevent fraud. If you are unable to sign this form, please contact your elections team at your council.
- Return your form to your elections team at your council. **You can find their details and more information at [electoralcommission.org.uk/voter](https://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 proxy vote application form by **5pm, 6 working days before the poll**.

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

If you are not already registered to vote, you must 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](https://gov.uk/register-to-vote)

**This form and these deadlines do not apply in Northern Ireland.** Visit [eoni.org.uk](https://eoni.org.uk) for more information.

## Who can support my application?

Your application can be supported by:

- the director or tutor of the course
- the principal or head of the educational establishment where the course is taking place
- an employee of the educational establishment where the course is taking place who is authorised to support your application.

In England, your supporter must be aged 18 or over.

In Scotland, your supporter must be 16 or over to support your application for local elections and elections to the Scottish Parliament. They must be 18 or over to support your application for elections to the UK Parliament.

In Wales, your supporter must be 16 or over to support your application for Senedd elections. They must be 18 or over to support your application for UK Parliament elections, local council elections and Police and Crime Commissioners elections.

**Your supporter must give their details in section 8 and complete the relevant declaration in section 9.**

# Application to vote by proxy due to attendance on an educational course

## What happens after I've returned this form?

- Your proxy must go to your polling station. If your proxy cannot get to the polling station, they can apply to vote for you by post. They can apply to do this up to **5pm, 11 working days before the poll**. They can contact the elections team at the council for more details and to request a further application form. For contact details, go to [electoralcommission.org.uk/voter](https://electoralcommission.org.uk/voter).
- Your proxy will be sent a proxy poll card, telling them where and when to vote on your behalf.
- You should let your proxy know how you want them to vote on your behalf, for example, which candidate, party, or outcome.
- If it turns out that 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 for you by post.

## Privacy statement

We collect information under the legal basis of a task carried out in the public interest, as set out in the Representation of the People Act 1983 and related regulations. We will look after personal information securely and follow data protection legislation.

If you opted-out of the open register we will only use the information you give us for electoral purposes, including matching it against other sources of data to support the electoral register. We will not give personal information to anyone else, unless we have to by law. The law requires us to share your information with candidates, political parties and campaigners for democratic engagement purposes and credit reference agencies to check your identity when you apply for credit.

If you have not opted-out of the open register your name and address can be bought by anyone and used for lots of purposes, including direct marketing.

The Electoral Registration Officer is the Controller. For further information relating to the processing of personal data you should refer to their privacy notice on their website. You can find their website address and contact details at [electoralcommission.org.uk/voter](https://electoralcommission.org.uk/voter).

# Application to vote by proxy due to attendance on an educational course

## Only one person can apply to vote by proxy using this form

Please write in black ink and use CAPITAL LETTERS. When all sections are complete and you have signed the form yourself, send it to your elections team at the council. You can find their address at [electoralcommission.org.uk/voter](http://electoralcommission.org.uk/voter).

### 1 About you

Surname

First name(s) (in full)

Your address (where you are registered to vote)

  

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Postcode

Phone number (optional)

Email (optional)

Providing an email and phone number gives a quick and easy way to contact you about your application.

### 2 About your proxy (the person you have chosen to vote on your behalf)

Full name

Family relationship (if any)

Full address

  

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Postcode

Phone number (optional)

Email (optional)

### 3 How long do you want a proxy vote for?

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

until further notice

for the period

from     
D D M M Y Y Y Y

to     
D D M M Y Y Y Y

### 4 Why do you want a proxy vote?

Please complete either 4A or 4B.

**4A** – I am attending an educational course at (give name of educational establishment)

Course title

from     
D D M M Y Y Y Y

to     
D D M M Y Y Y Y

**4B** – I am the spouse/civil partner of (enter their name)

My spouse/civil partner is attending an educational course at (give name of educational establishment)

Course title

from     
D D M M Y Y Y Y

to     
D D M M Y Y Y Y



# Application to vote by proxy due to attendance on an educational course

## 9A Supporter's declaration if the applicant is attending an educational course

- I am the director or tutor of the course referred to at 4A, or the principal or head of the institution, or an employee with authority to act for the institution
- I am aged 18 years or over
- I know the applicant
- I am not the spouse, civil partner, parent, grandparent, brother, sister, child or grandchild of the applicant
- I confirm that to the best of my knowledge and belief, the applicant's statements at 4A and 5 are true.

Signature

Today's date

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
D	D	M	M	Y	Y	Y	Y

## 9B Supporter's declaration if the applicant is the spouse/civil partner of a person attending an educational course

- I am the director or tutor of the course referred to at 4B, or the principal or head of the institution, or an employee with authority to act for the institution
- I am aged 18 years or over
- I know the person named at 4B who is 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 at 4B is true.

Signature

Today's date

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
D	D	M	M	Y	Y	Y	Y

## Declaration by a 16 or 17 year old supporter in Scotland or Wales. (In Scotland, only valid for local elections and elections to the Scottish Parliament. In Wales, only valid for Senedd elections).

## 9C Declaration by 16 or 17 year old supporter if the applicant is attending an educational course

- I am the director or tutor of the course referred to at 4A, or the principal or head of the institution, or an employee with authority to act for the institution
- I am 16 or 17 years old
- I know the applicant
- I am not the spouse, civil partner, parent, grandparent, brother, sister, child or grandchild of the applicant
- I confirm that to the best of my knowledge and belief, the applicant's statements at 4A and 5 are true.

Signature

Today's date

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
D	D	M	M	Y	Y	Y	Y

## 9D Declaration by 16 or 17 year old supporter if the applicant is the spouse/civil partner of a person attending an educational course

- I am the director or tutor of the course referred to at 4B, or the principal or head of the institution, or an employee with authority to act for the institution
- I am 16 or 17 years old
- I know the person named at 4B who is 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 statements at 4B is true.

Signature

Today's date

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
D	D	M	M	Y	Y	Y	Y