



How do I apply to vote by proxy?

- 1** You must ask someone if they are willing and able to be your proxy and vote on your behalf. Please note that a person can only be the proxy for close relatives and up to two other people at the same election or referendum.*
- 2** 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. You can find out who can do this below.
- 3** Make sure **you** complete all sections of the form and supply your date of birth and signature.
- 4** Return your form to your local electoral registration office :

Ayrshire Valuation Joint Board or email: ero@ayrshire-vjb.gov.uk
9 Wellington Square
Ayr
KA7 1HL

Please **do not** return your form to the Electoral Commission. **Please note:** your application form must arrive at your electoral registration office by 5pm, **11 working days** before an election or referendum when changing or cancelling an existing proxy, postal or postal proxy vote and by 5pm, **6 working days** before an election or referendum when applying for a new proxy vote. If you are not already registered to vote, your application to register must have reached the Electoral Registration Officer by midnight, **12 working days** before the poll.

This form and these deadlines do not apply in Northern Ireland. Visit www.eoni.org.uk for more information.

Voting by proxy

In England and Wales you must be aged 18 or over on polling day to vote at an election or referendum.

In Scotland, you must be aged 16 or over on polling day to vote in Scottish Parliamentary and local government elections, and must be 18 or over on polling day to vote in the European Union Referendum and UK Parliamentary or European Parliamentary elections.

If you cannot vote at an election or referendum in person, you can apply to vote by proxy (someone else voting on your behalf). You can use this form to apply to vote by proxy if your employment or your spouse or civil partner's employment means that you cannot vote in person.

*By referendum we mean the European Union Referendum, Neighbourhood Planning Referendums, Council Tax Referendums, Mayoral & Governance Arrangements Referendums and Local Authority Advisory polls. If you wish to apply to vote by post for a different type of referendum, please contact your Electoral Registration Officer.



Who can support my application?

- If you have an employer, your employer or another authorised person at your workplace
- If you are self-employed, a person who is aged 18 years or over, who knows you and is not related to you.

Your supporter will need to give their details in section 7 of the form. They must also complete either:

- 8A if you are employed; or
- 8B if you are self-employed; or
- 8C if you are the spouse or civil partner of an employed person; or
- 8D if you are the spouse or civil partner of a self-employed person.

In Scotland, your supporter can also be 16 or 17 years old for Scottish Parliamentary and local government elections **only**. If your supporter is 16 or 17 years old, they should give their details in section 7 of the form and complete either:

- 8E if you are employed; or
- 8F if you are self-employed; or
- 8G if you are the spouse or civil partner of an employed person; or
- 8H if you are the spouse or civil partner of a self-employed person.

What happens after I've returned this form?

- Your proxy must go to **your** local polling station to vote. 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 **11** working days before election day. They should contact the electoral registration office for more details.
- 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 election 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.
- You will 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 Electoral Registration Officer.

Voting as proxy

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.

The person you wish to appoint as your proxy can only act as proxy if they are 18 or over (16 or over in Scotland at Scottish Parliamentary and local government elections) and they are (or will be) registered for that election or referendum.

More information

If you have any questions about voting by proxy, go to **www.aboutmyvote.co.uk** or contact your electoral registration office.

In England and Wales, the electoral registration office is based at your local council. In Scotland, it may be a separate office.

For contact details, go to **www.aboutmyvote.co.uk**

Electoral Registration Officers will only use the information you provide for electoral purposes. They will look after personal information securely and will follow the Data Protection Act 1998. Electoral Registration Officers will not give personal information about you to anyone else or another organisation unless they have to by law.

Application to vote by proxy due to employment



Only one person can apply to vote by proxy using this form. Write in black ink and use **BLOCK LETTERS**. When you have filled in every section and signed the form yourself, send it to your local electoral registration office. You can get the address at www.aboutmyvote.co.uk

1 About you

Surname

First names (in full)

Your current full address
(where you are registered to vote)

Postcode

Daytime telephone or mobile number (optional)

E-mail address (optional)

2 About your proxy

Full name

Relationship to you (if any)

Full address

Postcode

3 How long do you want a proxy vote for?

I want to vote by proxy at all elections or referendums (tick one box only):

until further notice (permanent proxy vote)

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?

Complete **4A** if you are applying as an employed person; **4B** if you are self-employed; **4C** if you are applying as the spouse/civil partner of an employed person; or **4D** if you are the spouse/civil partner of a self-employed person.

4A. Employed

i) I am employed by (give employer's name and address):

ii) As (give job title):

iii) I am not able to go to the polling station on election day for the following reason relevant to my employment:

4B. Self-employed

i) I am self-employed as (give job title):

iii) I am not able to go to the polling station on election day for the following reason relevant to my occupation:



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4C. Spouse/civil partner of an employed person

i) I am the spouse/civil partner of (enter their name)

My spouse/civil partner is employed by (give their employer's name and address):

ii) As (give their job title):

iii) I am not able to go to the polling station on election day for the following reason relevant to their employment:

4D. Spouse/civil partner of a self-employed person

i) I am the spouse/civil partner of (enter their name)

ii) My spouse/civil partner is employed as (give their job title):

iii) I am not able to go to the polling station on election day for the following reason relevant to their employment:

5 Your date of birth and declaration

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.

I have asked the person I have named as my proxy and confirm that he/she is willing and able to be appointed to vote on my behalf.

Date of birth: Please write your date of birth 'DD MM YYYY' in the black boxes below, **using black ink.**

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Signature: Sign below, keeping within the grey border.

If you are unable to sign this form, please contact your Electoral Registration Officer.

6 Date of application

Today's date

D	D	M	M	Y	Y	Y	Y		

Application to vote by proxy due to employment



Read the notes to see who can support your application. Please ask the person who supports your application to give their name, address and position and to then complete either:

- **8A** if you are employed; or
- **8B** if you are self-employed; or
- **8C** if you are the spouse or civil partner of an employed person; or
- **8D** if you are the spouse or civil partner of a self-employed person

If you are in Scotland, 16 and 17 year olds can also support your application, but their support is **only** valid for Scottish Parliamentary and local government elections. For these elections, 16 and 17 year olds should complete:

- **8E** if you are employed; or
- **8F** if you are self-employed; or
- **8G** if you are the spouse or civil partner of an employed person; or
- **8H** if you are the spouse or civil partner of a self-employed person

7 Support for this application

Supporter's full name

Supporter's address

Postcode

Supporter's position

8A Supporter's declaration (if the applicant is employed)

- I am the applicant's employer or an employee with authority to act for the employer
- I am aged 18 years or over
- I know 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 in 4A are true.

Signature

Today's date

D	D	M	M	Y	Y	Y	Y

8B Supporter's declaration (if the applicant is self-employed)

- I am the applicant's employer or an employee with authority to act for the employer
- I am aged 18 years or over
- I know 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 in 4B are true.

Signature

Today's date

D	D	M	M	Y	Y	Y	Y



8C Supporter's declaration (if the applicant is the spouse or civil partner of an employed person)

- I am the employer, or an employee with authority to act for the employer, of the person named in 4C who is the spouse/civil partner of the applicant
- I am aged 18 years or over
- I know the employed person named in 4C 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 in 4C(i) and 4C(ii) are true.

Signature

Today's date

D	D	M	M	Y	Y	Y	Y

8D Supporter's declaration (if the applicant is the spouse or civil partner of a self-employed person)

- I am aged 18 years or over
- I know the self-employed person named in 4D 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 in 4D(i) are true.

Signature

Today's date

D	D	M	M	Y	Y	Y	Y



Scotland only: declarations by 16 or 17 year olds (valid for Scottish Parliamentary and local government elections only)

8E Declaration by 16 or 17 year old supporter: if the applicant is employed

- I am the applicant's employer or an employee with authority to act for the employer
- I am 16 or 17 years old
- I know 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 in 4A are true.

Signature _____

Today's date

D	D	M	M	Y	Y	Y	Y

8F Declaration by 16 or 17 year old supporter: if the applicant is self-employed

- I am 16 or 17 years old
- I know 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 in 4B are true.

Signature _____

Today's date

D	D	M	M	Y	Y	Y	Y

8G Declaration by 16 or 17 year old supporter: if the applicant is the spouse or civil partner of an employed person

- I am the employer, or an employee with authority to act for the employer, of the person named in 4C who is the spouse/civil partner of the applicant
- I am 16 or 17 years old
- I know the employed person named in 4C 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 in 4C(i) and 4C(ii) are true.

Signature _____

Today's date

D	D	M	M	Y	Y	Y	Y

8H Declaration by 16 or 17 year old supporter: if the applicant is the spouse or civil partner of a self-employed person

- I know the self-employed person named in 4D 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 in 4D(i) are true.

Signature _____

Today's date

D	D	M	M	Y	Y	Y	Y