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SCHEDULE

Regulation 31

STATEMENT AS TO POSTAL BALLOT PAPERS
REPRESENTATION OF THE PEOPLE ACTS
SCOTTISH LOCAL GOVERNMENT ELECTION

Local government area _____

Date of Poll _____

20____

A.	ISSUE AND RECEIPT OF POSTAL BALLOT PAPERS	NUMBER
1.	Number of postal ballot papers issued (including papers issued under regulations 15 (3) (spoilt papers) and 16 (6) (lost papers))	
2.	Number of postal ballot papers issued under regulations 15(3) and 16 (6)	
3.	Number of ballot papers returned as parts of sets of documents under regulations 15(1) and (2) and 16 (6) too late for another ballot paper to be issued	
4.	Number of covering envelopes received by the returning officer before the close of poll (excluding any returned as undelivered or returned with spoilt or cancelled ballot papers (regulations 15 and 16))	
5.	Number of covering envelopes received by the returning officer after the close of poll, excluding any returned as undelivered	
6.	Number of covering envelopes returned as undelivered up to the date of this statement	
7.	Number of covering envelopes not received by the returning officer by the date of this statement	
B.	COUNT OF POSTAL BALLOT PAPERS	
1.	Number of covering envelopes received by the returning officer before the close of poll (excluding any returned as undelivered or returned as lost or spoilt under regulations 15(3) and 16(6))	
2.	Number of cases in which a covering envelope or its contents were marked "rejected"	
3.	Number of ballot papers returned by postal voters which were included in the count of ballot papers.	

Date: Signed

Address

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NOTES

- The figure entered against A1 should equal the sum of the figures entered against A3-A7.
- The figure entered against B1 should equal the sum of the figures entered against B2 and B3.
- This form must be sent to the Scottish Executive during a period of 5 days starting 10 days after the election.