

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

SCHEDULE 1

SCOTTISH LOCAL GOVERNMENT ELECTIONS RULES
RULES FOR CONDUCT OF A SCOTTISH LOCAL GOVERNMENT ELECTION WHERE
THE POLL IS NOT TAKEN TOGETHER WITH THE POLL AT ANOTHER ELECTION

PART VI

FORMS FOR USE AT SCOTTISH LOCAL GOVERNMENT ELECTIONS
Rule 20

Form 8

POSTAL VOTING STATEMENT FOR A POSTAL VOTE AT LOCAL
GOVERNMENT ELECTION

(front of form)

POSTAL VOTING STATEMENT

You must fill in this form and send it back with the ballot paper

Voter's name.....

Ballot paper number.....

(Please print clearly)

[other identifying mark]

I AM THE PERSON TO WHOM THE BALLOT PAPER NUMBERED AS ABOVE WAS
SENT

**You must provide your signature or mark. If you do not, the postal voting statement
will be invalid and your vote will not be counted.**

My signature.....(voter's signature)

**Electoral fraud is a crime. You must not vote using a ballot paper that is not addressed to you or
interfere with another voter's ballot paper.**

PLEASE READ THE INSTRUCTIONS ON THE BACK OF THIS FORM

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(back of form)

Your vote is personal – complete the ballot paper yourself and in private.

1. On the ballot paper (the one with the names on it), number the candidates in order of your choice instead of using a cross. Put the number 1 in the box next to the name of the candidate who is your first choice, then put 2 in the box next to the name of the candidate who is your second choice, 3 in the box next to your third choice, 4 in the box next to your fourth choice and so on. You can mark as many choices as you wish. If you need help from someone to complete the ballot paper, they must not tell anyone who you have voted for.
2. Do not put any other marks on the ballot paper. If you do, your vote might not be counted.
3. Put the ballot paper in the envelope marked A and seal it. Then put this envelope together with the postal voting statement in the larger envelope marked B and seal it. Post the envelope back quickly. The ballot paper must be received by the returning officer not later than the close of poll. It may be posted to the Returning Officer before polling day or delivered by hand to any polling station in the local authority area on polling day before the poll closes.
4. If you get more than one ballot paper, by accident, then just use one. Remember that it is an offence to vote more than once in the same election (unless you are voting for someone else - by proxy).
5. Remember, if you have received a postal vote you cannot vote in person at the polling station even if you have in your name an official poll card, an official postal poll card, an official poll card issued to the proxy of an elector or an official postal poll card issued to the proxy of an elector. If you are voting, you must use the ballot paper sent to you. Your postal vote can be handed into any polling station in the local authority area on polling day before the poll closes.
6. If you make a mistake on the ballot paper you can ask the Returning Officer for another one up until 5 p.m. on the day before polling day. You will need to return everything you have received (ballot paper, postal voting statement and the envelopes). You should do this straightaway as there is not much time for a new ballot paper to be sent to you, returned and counted.
7. If you lose the ballot paper, postal voting statement or accompanying envelopes, by the third day before the day of the poll, you may apply to the returning officer for a replacement ballot paper up until 5 p.m. on the day before polling day. You will be required to provide evidence of your identity.
8. If you want to apply for a replacement ballot paper after 5 p.m. on the day before polling day and up to 5 pm on polling day, you must do so in person at the address shown below. You will be required to provide evidence of identity.

REMINDER

1. Have you remembered to print your name on the postal voting statement and sign it?
2. Have you put your ballot paper in the envelope A and sealed it?
3. Have you put envelope A together with the postal voting statement into envelope B and sealed it?
4. You must make sure that you send your postal vote to the Returning Officer or deliver it to the polling station before the close of poll at 10 p.m. on *(insert date)*.

If two or more postal vote envelopes have been delivered to your address – please make sure that the correct documents are in the correct return envelope.

Printed and published by the Returning Officer.....
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