SCHEDULE 3

FORMS FOR LOCAL GOVERNMENT FINANCE ACT
REFERENDUMS COMBINED WITH OTHER POLLS

*Form of Postal Voting Statement (for use when there
is joint issue and receipt of postal ballot papers)*

Postal voting statement	[Space for barcode]

**Referendum on the Council Tax increase for
[insert name of authority]**
[Relevant Returning or Counting Officer to insert title(s) of other elections and referendums as appropriate]

Date of [election(s) and] referendum(s) *[day] [date] [month] [year]*

Important – you must fill in and return this postal voting statement with your completed ballot papers for them to be counted.

Please read the instructions carefully and use a black pen.

* Name_____ Ballot paper numbers_____

* *Relevant Returning or Counting Officer to insert name but omit where sent to an anonymous voter*

(!) Check that the numbers on the backs of your ballot papers match the numbers shown above. If they do not match, call us **immediately** on (*insert helpline number*).

I am the person the ballot papers numbered above were sent to.

My Date of Birth is:

	Day	Month	Year

*** My Signature is:
(You must sign inside the box)**
* *Relevant Returning or Counting Officer to omit box where the voter has been granted a waiver*

We will check this information against our records for security.

It is an offence to vote using a ballot paper that was not sent for your use or interfere with another voter's ballot paper. It is an offence to vote more than once at the same [election or] referendum (unless you are appointed as a proxy).

Relevant Returning or Counting Officer to add pictorial guidance as appropriate.

ⓘ Instructions for voting by post

Please read through carefully. If you need help, please call us on *[insert helpline number]*

- For your votes to be counted, you must fill in and return this postal voting statement with **all** your ballot papers (listed below).
- Make sure you have filled in the **date of birth *[and signature] box[es]** on this postal voting statement.
  Relevant Returning or Counting Officer to delete where voter is granted a waiver.

* UK Parliamentary election (*[insert colour]* ballot paper)
- [Vote for **only one candidate** by putting a cross ☒ in the box next to your choice.]

* European Parliamentary election (*[insert colour]* ballot paper)
- [Vote **only once** by putting a cross ☒ in the box next to your choice.]

* [Local government election]/[Parish/Town council election] (*[insert colour]* ballot paper)
- [Vote for **only one candidate** by putting a cross ☒ in the box next to your choice.]
- [Vote for **no more than** ___ candidates by putting a cross ☒ in the box next to **each** of your choices.]

* London Assembly constituency members election (*[insert colour]* ballot paper)
- [Vote for **only one candidate** by putting a cross ☒ in the box next to your choice.]

London Assembly London members election (*[insert colour]* ballot paper)
- [Vote **only once** by putting a cross ☒ in the box next to your choice.]

* London Mayoral election (*[insert colour]* ballot paper)
- [Vote for **only one candidate** by putting a cross ☒ in the box next to your choice.]
- [Vote by putting a cross ☒ in the box
    In column 1 next to your first choice candidate
    In column 2 next to your second choice candidate
  Your first and second choices should be different.]

* Referendum on the Council Tax increase for *[insert name of authority]* (*[insert colour]* ballot paper)
- Vote **only once** by putting a cross ☒ in the box next to your choice.

* *[Specify other]* election/referendum (*[insert colour]* ballot paper)
- [*Specify voting instructions in accordance with the legislation governing the election or referendum.*]

* *Relevant Returning or Counting Officer to add/amend as appropriate.*

(!) Do not mark the ballot papers in any other way or your votes may not count.

(!) We must get your postal vote by **10pm on** *[day] [date of poll]*. If you miss the post, you can hand it in at our office or at any polling station in the _____ area before **10pm on** *[day] [date of poll]*.

(!) After receiving this postal vote, you cannot vote in person at a polling station in [this] [these] [election(s) and] referendum(s).

ⓘ Getting help

- If you need help to vote, you can ask someone you know or get independent help by calling the helpline on *[insert helpline number]*. The person helping you must not tell anyone how you voted.
- Please call the helpline if you require copies of this form or guidance in Braille or languages other than English.
- If you make a mistake, or lose your postal ballot papers or this statement, you can get a replacement. Call us immediately as **we can only issue a replacement before 5pm on** *[day] [date] [month]*. If you apply after **5pm on** *[day before poll]* we can only issue a replacement if you return this ballot pack by hand.

Electoral fraud is a crime. It is an offence to vote more than once at the same [election or] referendum (unless you are voting on your own behalf and as a proxy for another person).

The [Counting / Returning] Officer issued this statement.
Relevant Returning or Counting Officer to add pictorial guidance as appropriate.