

SCHEDULE 10

Regulation 19(18)

New forms for the Recall of MPs Act 2015 (Recall Petition) Regulations 2016

PART 1

United Kingdom forms

**Commencement Information**

**II** Sch. 10 Pt. 1 in force at 31.1.2024, see [reg. 1\(3\)\(f\)](#)

**Form D: Official petition notice for an elector who may sign the petition in person**

*First page*

**Changes to legislation:** There are currently no known outstanding effects for the The Representation of the People (Postal and Proxy Voting etc.) (Amendment) Regulations 2023, SCHEDULE 10. (See end of Document for details)

**Your details:**

# [ELECTOR'S NAME  
AND QUALIFYING ADDRESS]

# Petition Officer to omit where notice of petition sent to an anonymous elector. Notice to an anonymous elector must be delivered in a sealed envelope

[LOCAL AUTHORITY'S  
ADDRESS AND  
CONTACT DETAILS]

**Electoral Register Number:**

[DATE]

Dear [Elector's name]

**Notice of Petition to remove the MP for [name of constituency], [name of MP]**

I am writing to inform you that there will be a petition to decide whether [name of MP], the MP for [constituency] should lose [his/her] seat as an MP and a by-election should be held to decide who will be the MP for that constituency.

**You have been sent this notice because your name is on the electoral register, however signing the petition is optional.**

The petition has been started because [name of MP] MP has been [convicted of the [offence] and has been [sentenced/ordered] to be [imprisoned/detained] for/given a suspended sentence of [length of sentence]\*]\*\*

[[convicted of an offence under section 10 of the Parliamentary Standards Act and has been [sentenced/ordered] to be [imprisoned/detained/fined] for/given a suspended sentence of [length of sentence/level of fine] (offence of providing false or misleading information for allowances claims)\* ]]\*\*

[[suspended from sitting in the House of Commons for a period of [number of days] for breaching the code of conduct for MPs\*]\*\*

\*Petition Officer to complete as appropriate

\*\* Petition Officer to delete the conditions which do not apply

**If at least 10%** of eligible people in the constituency sign the petition, [name of MP] **will** lose [his/her] seat in the House of Commons and a by-election will be held. The loss of [his/her] seat does not prevent [name of MP] standing in this by-election.

**If less than 10%** of eligible people in the constituency sign the petition, [name of MP] MP **will not** lose [his/her] seat and therefore no by-election will be held.

**What to do if you wish to sign the petition**

**YOU MUST BRING PHOTOGRAPHIC IDENTIFICATION TO SIGN THE PETITION**

You will **not be able to sign the petition** unless you show photographic identification to the staff at your official signing place.

A full list of accepted photographic identification is set out at the end of this notice.

**## [You do not need to take this notice with you if you go to sign the petition at your official signing place.]**

Second page


**Changes to legislation:** There are currently no known outstanding effects for the The Representation of the People (Postal and Proxy Voting etc.) (Amendment) Regulations 2023, SCHEDULE 10. (See end of Document for details)

## [You must take this notice with you if you go to sign the petition at your official signing place, otherwise you won't be able to sign it.]

## If an anonymous elector, omit the words in the first set of brackets, if not omit the words in the second set of brackets

<p><b>Your Official Signing Place:</b></p> <p>[insert address]</p> <p><b>When is the petition available to sign?</b></p> <p>Petition open between [insert dates and times]</p> <p><b>You can apply to sign the petition by post or you can appoint someone else to sign it for you. More information can be found below.</b></p>
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<p>This space for map of signing place</p>
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<p> <b>If you need any help or to find out if your signing place is accessible, please contact us.</b></p> <p>[Petition Officer to add contact details including website if appropriate]</p>
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**Other ways to sign the petition**

**You can apply to sign the petition by post.**

Completed applications must reach us by **[time] on [day] [date of deadline]**.

If you choose to sign by post you will not be able to sign the petition in person at your signing place.

**You can apply to sign by proxy** (this means someone else can sign on your behalf in person or by post).

Completed applications must reach us before **[time] on [day] [date of deadline]**. If you appoint a proxy you can sign if you wish, but only if your proxy has not already signed on your behalf at the signing place and has not applied for a postal signing sheet for you.

**Contact us if you wish to apply to sign the petition by post or proxy.**

**Changes to legislation:** There are currently no known outstanding effects for the The Representation of the People (Postal and Proxy Voting etc.) (Amendment) Regulations 2023, SCHEDULE 10. (See end of Document for details)

### **Emergency Proxy**

If after [time] on [the sixth day before the final signing day] you are unable to sign in person because:

- You have a medical condition
- You learn you cannot go to the signing place because of work reasons
- The form of accepted photographic identification that you were intending to use to sign has been lost, stolen, damaged or destroyed, or has not yet been received if applied for recently

You can apply to sign the petition by proxy.

Completed applications must reach us before [time on [day] [date of deadline]]. To find out how to apply, call the helpline immediately.

### **It is an offence to:**

- Sign the petition more than once, unless you are signing on your own behalf and as a proxy for another person.
- Sign the petition as a proxy on behalf of more than four electors, of which no more than two may be on behalf of other domestic electors (a domestic elector is one who is not an overseas or service elector).
- Sign the petition as a proxy for someone if you know that by law they are not allowed to sign the petition.

**\* IMPORTANT** - if you choose to sign the petition your name will be marked on the register used to administer the petition. This is known as the 'marked register' and helps to prevent someone from signing twice and to detect fraud. After the result of the petition is announced, any person may apply to the petition officer to inspect the marked register if they suspect fraud. If the petition officer agrees to this request then the inspection will take place under the supervision of local authority staff and the person can only make handwritten notes, which they may pass to the police for investigation.

*\* delete if notice is sent to an anonymous elector*

Yours sincerely

Petition Officer

**Changes to legislation:** There are currently no known outstanding effects for the The Representation of the People (Postal and Proxy Voting etc.) (Amendment) Regulations 2023, SCHEDULE 10. (See end of Document for details)

Final page

[Where the elector is not an anonymous elector, insert the text below]

### Accepted forms of photographic identification

You must present one of the following forms of photographic identification in order to sign in person at a petition signing place:

- A passport issued by the UK, any of the Channel Islands, the Isle of Man, a British Overseas Territory, an EEA state or a Commonwealth country
- A driving licence issued by the UK, any of the Channel Islands, the Isle of Man or an EEA state
- A biometric immigration document
- An identity card bearing the Proof of Age Standards Scheme hologram (a PASS card)
- Ministry of Defence Form 90 (Defence Identity Card)
- A Blue Badge
- A national identity card issued by an EEA state
- An Older Person's Bus Pass
- A Disabled Person's Bus Pass
- An Oyster 60+ Card
- A Freedom Pass
- A Scottish National Entitlement Card issued in Scotland
- A 60 and Over Welsh Concessionary Travel Card issued in Wales
- A Disabled Person's Welsh Concessionary Travel Card issued in Wales
- A Senior SmartPass issued in Northern Ireland
- A Registered Blind SmartPass or Blind Person's SmartPass issued in Northern Ireland
- A War Disablement SmartPass or War Disabled SmartPass issued in Northern Ireland
- A 60+ SmartPass issued in Northern Ireland
- A Half Fare SmartPass issued in Northern Ireland
- An Electoral Identity Card issued in Northern Ireland
- A Voter Authority Certificate or a temporary Voter Authority Certificate

If you do not possess any of the above forms of photographic identification, you can apply to your local electoral registration officer for a free Voter Authority Certificate. Completed applications must reach us before 5pm on [day] [date of deadline].

If your photographic identification document has expired it will still be accepted so long as the photograph is still a good likeness of you, unless it is a temporary Voter Authority Certificate which is not valid for use at any time during the petition signing period.

You may be required to provide further proof of identity if there is any discrepancy between your name as shown on your form of photographic identification and the name of the elector or proxy that you claim to be.

[Where the elector is an anonymous elector, insert the text below]

### Accepted form of photographic identification

#### Accepted forms of photographic identification

You must present your Anonymous Elector's Document in addition to this petition notice in order to sign in person at a petition signing place. The electoral register number on the Anonymous Elector's Document must match the electoral register number shown on this petition notice to be accepted.

**Form F: Official petition notice for a proxy who may sign the petition in person**

First page

**Changes to legislation:** There are currently no known outstanding effects for the The Representation of the People (Postal and Proxy Voting etc.) (Amendment) Regulations 2023, SCHEDULE 10. (See end of Document for details)

**Your details:**

# [PROXY'S NAME  
AND QUALIFYING ADDRESS]

# Petition Officer to omit where notice of petition sent to an anonymous elector. Notice to an anonymous elector must be delivered in a sealed envelope

[LOCAL AUTHORITY'S  
ADDRESS AND  
CONTACT DETAILS]

**Electoral register number:**

[DATE]

Dear [Proxy's name]

**Proxy Notice of Petition to remove the MP for [name of constituency], [name of MP]**

I am writing to inform you that there will be a petition to decide whether [name of MP], the MP for [constituency] should lose [his/her] seat as an MP and a by-election should be held to decide who will be the MP for that constituency.

**You have been sent this notice because our records show that *\*[the person named on the back of this notice] [another person]* has appointed you as a proxy to sign on their behalf at this petition. However signing the petition is optional.**

*\*If anonymous elector omit the words in the first set of square brackets. If not omit the words in the second set of square brackets.*

The petition has been started because [name of MP] MP has been [convicted of the [offence] and has been [sentenced/ordered] to be [imprisoned/detained] for/given a suspended sentence of [length of sentence]\*]\*\*

*[[convicted of an offence under section 10 of the Parliamentary Standards Act and has been [sentenced/ordered] to be [imprisoned/detained/fined] for/given a suspended sentence of [length of sentence/level of fine] (offence of providing false or misleading information for allowances claims)\*]\*\**

*[[suspended from sitting in the House of Commons for a period of [number of days] for breaching the code of conduct for MPs\*]\*\**

*\*Petition Officer to complete as appropriate*

*\*\*Petition Officer to delete the conditions which do not apply*

**If at least 10%** of eligible people in the constituency sign the petition, [name of MP] **will** lose [his/her] seat in the House of Commons and a by-election will be held. The loss of [his/her] seat does not prevent [name of MP] standing in this by-election.

**If less than 10%** of eligible people in the constituency sign the petition, [name of MP] MP **will not** lose [his/her] seat and therefore no by-election will be held.

**What to do if you wish to sign the petition**

You should check with the person who has named you as their proxy whether or not they wish you to sign the petition on their behalf.

Second page

**Changes to legislation:** There are currently no known outstanding effects for the The Representation of the People (Postal and Proxy Voting etc.) (Amendment) Regulations 2023, SCHEDULE 10. (See end of Document for details)

## YOU MUST BRING PHOTOGRAPHIC IDENTIFICATION TO SIGN THE PETITION

You will not be able to sign the petition unless you show photographic identification to the staff at your official signing place.

A full list of accepted photographic identification is set out at the end of this notice.


## [You do not need to take this notice with you if you go to sign the petition at your official signing place.]

## [You must take this notice with you if you go to sign the petition at your official signing place, otherwise you won't be able to sign it.]

### If an anonymous elector, omit the words in the first set of brackets, if not omit the words in the second.

<p><b>Your Official Signing Place:</b></p> <p>[insert address]</p> <p><b>When is the petition available to sign?</b></p> <p>Petition open between [insert dates and times]</p> <p><b>You can apply to sign the petition by post. More information can be found below.</b></p>
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<p>This space for map of signing place</p>
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<p> <b>If you need any help or to find out if your signing place is accessible, please contact us.</b></p> <p>[Petition Officer to add contact details including website if appropriate]</p>
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### Signing as a proxy

\*\* [The person named below] [another person] has appointed you as a proxy to sign on their behalf at this petition.]

\*\*[You do not need to take this notice with you to sign the petition.] [You must have this notice with you if you go to sign the petition. You cannot sign as a proxy without it.]

\*If sent to the proxy of an anonymous elector omit the words in each of the first set of brackets. If not omit the words in each of the second sets of brackets.

**Changes to legislation:** There are currently no known outstanding effects for the The Representation of the People (Postal and Proxy Voting etc.) (Amendment) Regulations 2023, SCHEDULE 10. (See end of Document for details)

<p><b>For this petition you are the proxy for:</b> *[(Elector's name) (Elector's address) (Elector's electoral register number)] [The person with this electoral register number. (Insert elector's electoral register number)].</p> <p><small>*If anonymous elector omit the words in the first set of square brackets. If not omit the words in the second set of square brackets.</small></p> <p><b>The person you are proxy for can sign the petition themselves if they wish – but only if you have not already signed the petition on their behalf.</b></p>
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**How to sign the petition as a proxy:**

1. *\*[At the signing place, tell the staff that you are a proxy for the person named above. They will give you that person's petition signing sheet.] \*At the signing place, ask to speak to the petition clerk and show them this letter. They will give you the petition signing sheet for the person you are proxy for.] \*If anonymous elector omit the words in the first set of square brackets. If not omit the words in the second set of square brackets.*
2. Read the content of the signing sheet and sign it in the box provided.
3. Fold the signing sheet and put it in the ballot box.

**If you need any help, just ask the staff.**

**If you are away or cannot go to the signing place.**

- You can apply to sign the petition by post. The deadline for completed applications is **[time] on [day] [date of deadline]**.
- If you are given a petition signing sheet by post, you or the person you are proxy for will not be able to sign in person at this petition.
- **To find out how to apply, please call us on [insert helpline number or other contact details].**

**It is an offence to:**

- Sign the petition more than once, unless you are signing on your own behalf and as a proxy for another person.
- Sign the petition as a proxy on behalf of more than four electors, of which no more than two may be on behalf of other domestic electors (a domestic elector is one who is not an overseas or service elector).
- Sign the petition as a proxy for someone if you know that by law they are not allowed to sign the petition.



**Changes to legislation:** There are currently no known outstanding effects for the The Representation of the People (Postal and Proxy Voting etc.) (Amendment) Regulations 2023, SCHEDULE 10. (See end of Document for details)

**\*IMPORTANT** - if you choose to sign the petition, the name of the person on whose behalf you have signed, will be marked on the register used to administer the petition. This is known as the 'marked register' and helps to prevent someone from signing twice and to detect fraud. After the result of the petition is announced, any person may apply to the petition officer to inspect the marked register if they suspect fraud. If the petition officer agrees to this request then the inspection will take place under the supervision of local authority staff and the person can only make handwritten notes, which they may pass to the police for investigation.

*\*delete if notice is sent to an anonymous elector*

Yours sincerely

Petition Officer

**[Where the elector is not an anonymous elector, insert the text below]**

### Accepted forms of photographic identification

You must present one of the following forms of photographic identification in order to sign in person at a petition signing place:

- A passport issued by the UK, any of the Channel Islands, the Isle of Man, a British Overseas Territory, an EEA state or a Commonwealth country
- A driving licence issued by the UK, any of the Channel Islands, the Isle of Man or an EEA state
- A biometric immigration document
- An identity card bearing the Proof of Age Standards Scheme hologram (a PASS card)
- Ministry of Defence Form 90 (Defence Identity Card)
- A Blue Badge
- A national identity card issued by an EEA state
- An Older Person's Bus Pass
- A Disabled Person's Bus Pass
- An Oyster 60+ Card
- A Freedom Pass
- A Scottish National Entitlement Card issued in Scotland
- A 60 and Over Welsh Concessionary Travel Card issued in Wales
- A Disabled Person's Welsh Concessionary Travel Card issued in Wales
- A Senior SmartPass issued in Northern Ireland
- A Registered Blind SmartPass or Blind Person's SmartPass issued in Northern Ireland
- A War Disablement SmartPass or War Disabled SmartPass issued in Northern Ireland
- A 60+ SmartPass issued in Northern Ireland
- A Half Fare SmartPass issued in Northern Ireland
- An Electoral Identity Card issued in Northern Ireland
- A Voter Authority Certificate or a temporary Voter Authority Certificate

You will need to bring your own photographic identification, not that of the person you are proxy for.

*Final page*

**Changes to legislation:** There are currently no known outstanding effects for the The Representation of the People (Postal and Proxy Voting etc.) (Amendment) Regulations 2023, SCHEDULE 10. (See end of Document for details)

If you do not possess any of the above forms of photographic identification, you can apply to your local electoral registration officer for a free Voter Authority Certificate. Completed applications must reach us before 5pm on [day] [date of deadline].

If your photographic identification document has expired it will still be accepted so long as the photograph is still a good likeness of you, unless it is a temporary Voter Authority Certificate which is not valid for use at any time during the petition signing period.

You may be required to provide further proof of identity if there is any discrepancy between your name as shown on your form of photographic identification and the name of the elector or proxy that you claim to be.

**[Where the elector is an anonymous elector, insert the text below]**

### Accepted form of photographic identification

#### Accepted forms of photographic identification

You must present your Anonymous Elector's Document in addition to this petition notice in order to sign in person at a petition signing place. The electoral register number on the Anonymous Elector's Document must match the electoral register number shown on this petition notice to be accepted.

## Form J: Proxy paper

<b>Proxy Paper</b>	
Petition area <i>[insert name of constituency]</i>	
Name of Proxy	
Address of Proxy	
You have been appointed as proxy for: _____ (Elector name)	
*[who is qualified to be registered at: _____ (Qualifying address)	
*[who qualifies as an overseas elector in respect of the above constituency]	
to sign for them at <b>**[the petition to remove (name of MP)]</b> <b>**[any petition].</b>	
**[This proxy appointment is not valid until.....]	
**[This proxy appointment remains valid until.....]	
Signature_____	(Petition Officer)
Address_____	
Date_____	
* Enter as appropriate	
** Delete whichever is inappropriate	

1. This proxy paper gives you the right to sign for them at a petition or petitions as a proxy for the elector named above. However, you may not sign a petition as a proxy on behalf of more than four electors, of which no more than two may be on behalf of other domestic electors (a domestic elector is one who is not an overseas or service elector).
2. Your appointment as a proxy may be for a particular petition only, or it may be for a definite or indefinite period.  
If it is for a particular petition, you may have the right to sign the petition as proxy only at the petition specified in the proxy paper.  
If it is for an indefinite period, you have in general the right to sign the petition at any petition held in the constituency, until you are informed to the contrary.  
If it is for a definite period, your right to sign the petition as proxy expires on the date stated on the form.
3. You may sign the petition as proxy at the signing place allotted to the elector on whose behalf you are appointed. Shortly before the petition opens you will be sent a proxy petition notice telling you where the signing place is. You do not need to take either the petition notice or this proxy paper to the signing place but you may find it helpful to do so. You will need to show one of the accepted forms of photographic identification and these will be listed on the petition notice.
4. If you cannot sign the petition in person at the signing place, you should consult the petition officer about your right to sign it by post.

**Changes to legislation:** There are currently no known outstanding effects for the The Representation of the People (Postal and Proxy Voting etc.) (Amendment) Regulations 2023, SCHEDULE 10. (See end of Document for details)

## PART 2

### Northern Ireland forms

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**Commencement Information**

**I2** [Sch. 10 Pt. 2](#) in force at 31.10.2023 for specified purposes and otherwise 31.1.2024, see [reg. 1\(2\)\(3\)\(f\)](#)

**Form D: Official petition notice for an elector who may sign the petition in person**

**Changes to legislation:** There are currently no known outstanding effects for the The Representation of the People (Postal and Proxy Voting etc.) (Amendment) Regulations 2023, SCHEDULE 10. (See end of Document for details)

Form D Official petition notice for an elector who may sign the petition in person

First page of petition notice

**Your details:**

[ELECTOR'S NAME  
AND QUALIFYING ADDRESS]

[ELECTORAL OFFICE  
FOR NORTHERN  
IRELAND ADDRESS  
AND CONTACT  
DETAILS]

**Number on register:**

[DATE]

Dear [Elector's name]

**Notice of Petition to remove the MP for [name of constituency], [name of MP]**

I am writing to inform you that there will be a petition to decide whether [name of MP], the MP for [constituency] should lose [his/her] seat as an MP and a by-election should be held to decide who will be the MP for that constituency.

**You have been sent this notice because your name is on the electoral register,  
however signing the petition is optional**

The petition has been started because [name of MP] MP has been [convicted of the [offence] and has been [sentenced/ordered] to be [imprisoned/detained] for/given a suspended sentence of [length of sentence]]\*\*

[[convicted of an offence under section 10 of the Parliamentary Standards Act and has been [sentenced/ordered] to be [imprisoned/detained/fined] for/given a suspended sentence of [length of sentence/level of fine] (offence of providing false or misleading information for allowances claims)\* ]]\*\*

[[suspended from sitting in the House of Commons for a period of [number of days] for breaching the code of conduct for MPs\*]]\*\*

\*Petition Officer to complete as appropriate

\*\*Petition Officer to delete the conditions which does not apply

**If at least 10%** of eligible people in the constituency sign the petition, [name of MP] **will** lose [his/her] seat in the House of Commons and a by-election will be held. The loss of [his/her] seat does not prevent [name of MP] standing in this by-election.

**If less than 10%** of eligible people in the constituency sign the petition, [name of MP] MP **will not** lose [his/her] seat and therefore no by-election will be held.

**What to do if you wish to sign the petition**

You do not need to take this notice with you in order to sign the petition but it will save you time if you do.

**Changes to legislation:** There are currently no known outstanding effects for the The Representation of the People (Postal and Proxy Voting etc.) (Amendment) Regulations 2023, SCHEDULE 10. (See end of Document for details)

Second page of petition notice

**Your Official Signing Place:**


*[insert address]*

**When is the petition available to sign?**

*Petition open between [insert dates and times]*

**You can apply to sign the petition by post or you can appoint someone else to sign it for you. More information can be found below.**

*This space for map of signing place*

 **If you need any help, require information in another format or to find out if your signing place is accessible, please contact us.**

*[Petition Officer to add contact details including website if appropriate]*

**Remember that you will not be able to sign the petition unless you show one of the following forms of photographic evidence:**

- A UK, Irish or EEA driving licence
- An Electoral Identity Card
- A UK or Irish Passport
- A Translink Senior SmartPass
- A Translink 60+ SmartPass
- Half Fare SmartPass
- A Translink War Disabled Smartpass or War Disablement SmartPass
- A Translink Blind Person's SmartPass or Registered Blind SmartPass
- A biometric immigration document

**Other ways to sign the petition**

**You can apply to sign the petition by post.**

Completed applications must reach us by **[time] on [day] [date of deadline]**.

If you choose to sign by post you will not be able to sign the petition in person at your signing place.

**You can apply to sign by proxy** (this means someone else can sign on your behalf in person or by post).

Completed applications must reach us before **[time] on [day] [date of deadline]**. If you appoint a proxy you can sign if you wish, but only if your proxy has not already signed on your behalf at the signing place and has not applied for a postal signing sheet for you.

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**Contact us if you wish to apply to sign the petition by post or proxy.**

*Final page of petition notice*

**It is an offence to:**

- Sign the petition more than once, unless you are signing on your own behalf and as a proxy for another person.
- Sign the petition as a proxy on behalf of more than four electors, of which no more than two may be on behalf of other domestic electors (a domestic elector is one who is not an overseas or service elector).
- Sign the petition as a proxy for someone if you know that by law they are not allowed to sign the petition.

**IMPORTANT** - if you choose to sign the petition your name will be marked on the register used to administer the petition. This is known as the 'marked register' and helps to prevent someone from signing twice and to detect fraud. After the result of the petition is announced, any person may apply to the petition officer to inspect the marked register if they suspect fraud. If the petition officer agrees to this request then the inspection will take place under the supervision of local authority staff and the person can only make handwritten notes, which they may pass to the police for investigation.

Yours sincerely

Petition Officer

**Form F: Official petition notice for a proxy who may sign the petition in person**

**Changes to legislation:** There are currently no known outstanding effects for the The Representation of the People (Postal and Proxy Voting etc.) (Amendment) Regulations 2023, SCHEDULE 10. (See end of Document for details)

Form F Official petition notice for a proxy who may sign the petition in person

First page of petition notice

**Your details:**  
[PROXY'S NAME  
AND QUALIFYING ADDRESS]

[ELECTORAL OFFICE  
FOR NORTHERN  
IRELAND ADDRESS  
AND CONTACT  
DETAILS]

**Number on register:**

[DATE]

Dear [Proxy's name]

**Proxy Notice of Petition to remove the MP for [name of constituency], [name of MP]**

I am writing to inform you that there will be a petition to decide whether [name of MP], the MP for [constituency] should lose [his/her] seat as an MP and a by-election should be held to decide who will be the MP for that constituency.

**You have been sent this notice because our records show that the person named on the back of this notice has appointed you as a proxy to sign on their behalf at this petition. However signing the petition is optional.**

The petition has been started because [name of MP] MP has been [convicted of the [offence] and has been [sentenced/ordered] to be [imprisoned/detained] for/given a suspended sentence of [length of sentence]\*]\*\*

[[convicted of an offence under section 10 of the Parliamentary Standards Act and has been [sentenced/ordered] to be [imprisoned/detained/fined] for/given a suspended sentence of [length of sentence/level of fine] (offence of providing false or misleading information for allowances claims)\*]\*\*

[[suspended from sitting in the House of Commons for a period of [number of days] for breaching the code of conduct for MPs]\*\*

\*Petition Officer to complete as appropriate

\*\*Petition Officer to delete the conditions which does not apply

**If at least 10%** of eligible people in the constituency sign the petition, [name of MP] **will** lose [his/her] seat in the House of Commons and a by-election will be held. The loss of [his/her] seat does not prevent [name of MP] standing in this by-election.

**If less than 10%** of eligible people in the constituency sign the petition, [name of MP] MP **will not** lose [his/her] seat and therefore no by-election will be held.

Second page of petition notice



**Changes to legislation:** There are currently no known outstanding effects for the The Representation of the People (Postal and Proxy Voting etc.) (Amendment) Regulations 2023, SCHEDULE 10. (See end of Document for details)


**What to do if you wish to sign the petition**

You should check with the person who has named you as their proxy whether or not they wish you to sign the petition on their behalf.

You do not need to take this notice with you in order to sign the petition but it will save you time.

<p><b>Your Official Signing Place:</b></p> <p><i>[insert address]</i></p> <p><b>When is the petition available to sign?</b></p> <p><i>Petition open between [insert dates and times]</i></p> <p><b>You can apply to sign the petition by post. More information can be found below.</b></p>
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<p><i>This space for map of signing place</i></p>
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<p> <b>If you need any help, require information in another format or to find out if your signing place is accessible, please contact us.</b></p> <p><i>[Petition Officer to add contact details including website if appropriate]</i></p>
---

**Remember that you will not be able to sign the petition unless you show one of the following forms of**

**photographic evidence:**

- A UK, Irish or EEA driving licence
- An Electoral Identity Card
- A UK or Irish Passport
- A Translink Senior SmartPass
- A Translink 60+ SmartPass
- Half Fare SmartPass
- A Translink War Disabled Smartpass or War Disablement SmartPass
- A Translink Blind Person's SmartPass or Registered Blind SmartPass
- A biometric immigration document

<p><b>For this petition you are the proxy for:</b></p> <p><i>[Elector's name]</i></p> <p><i>[Elector's address]</i></p> <p><i>[Elector's number on the register]</i></p> <p><b>The person you are proxy for can sign the petition themselves if they wish – but only if you have not already signed the petition on their behalf.</b></p>
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**Changes to legislation:** There are currently no known outstanding effects for the The Representation of the People (Postal and Proxy Voting etc.) (Amendment) Regulations 2023, SCHEDULE 10. (See end of Document for details)

**How to sign the petition as a proxy:**

1. At the signing place, tell the staff that you are a proxy for the person named above.
2. Show an accepted form of identification for yourself.
3. They will give you that person's petition signing sheet.
4. Read the content of the signing sheet and sign it in the box provided.
5. Fold the signing sheet and put it in the ballot box.

**If you need any help, just ask the staff.**

**If you are away or cannot go to the signing place.**

- You can apply to sign the petition by post. The deadline for completed applications is **[time] on [day] [date of deadline]**.
- If you are given a petition signing sheet by post, you or the person you are proxy for will not be able to sign in person at this petition.
- **To find out how to apply, please call us on [insert helpline number or other contact details].**

**It is an offence to:**

- Sign the petition more than once, unless you are signing on your own behalf and as a proxy for another person.
- Sign the petition as a proxy on behalf of more than four electors, of which no more than two may be on behalf of other domestic electors. (A domestic elector is one who is not an overseas or service elector).
- Sign the petition as a proxy for someone if you know that by law they are not allowed to sign the petition.

**\*IMPORTANT** - if you choose to sign the petition, the name of the person on whose behalf you have signed, will be marked on the register used to administer the petition. This is known as the 'marked register' and helps to prevent someone from signing twice and to detect fraud. After the result of the petition is announced, any person may apply to the petition officer to inspect the marked register if they suspect fraud. If the petition officer agrees to this request then the inspection will take place under the supervision of local authority staff and the person can only make handwritten notes, which they may pass to the police for investigation.

Yours sincerely

Petition Officer

**Form J: Proxy paper**

**Changes to legislation:** There are currently no known outstanding effects for the The Representation of the People (Postal and Proxy Voting etc.) (Amendment) Regulations 2023, SCHEDULE 10. (See end of Document for details)

Form J Proxy paper

<b>Proxy Paper</b>	
Petition to Remove the MP for <i>[name of constituency]</i> , <i>[name of MP]</i>	
Petition area <i>[insert name of area]</i>	
Name of Proxy	
Address of Proxy	
You have been appointed as proxy for:	
_____ (Elector name)	
who is qualified to be registered at:	
_____ (Qualifying address)	
to sign for them at this petition.	
Signature	_____ (Petition Officer)
Date	_____

1. This proxy paper gives you the right to sign the petition as a proxy for the elector named above.
2. You may not sign the petition as a proxy on behalf of more than four electors, of which no more than two may be on behalf of other domestic electors (a domestic elector is one who is not an overseas or service elector).
3. You may sign the petition as proxy at the signing place allotted to the elector on whose behalf you are appointed. Shortly before the petition opens you will be sent a proxy petition notice telling you where the signing place is. You do not need to take either the petition notice or this paper with you to sign the petition but it will save time if you do take the petition notice with you.
4. If you cannot sign the petition in person at the signing place, contact the helpline or visit our website.
5. If you have been appointed as a proxy on behalf of an elector who has an anonymous entry in the register, you can only sign the petition by post. If you have not already been granted a postal signing arrangement, you should contact the petition officer.

*[Insert helpline and other details including website]*

**Changes to legislation:**

There are currently no known outstanding effects for the The Representation of the People (Postal and Proxy Voting etc.) (Amendment) Regulations 2023, SCHEDULE 10.