

SCHEDULES

SCHEDULE 6

Rule 10(3)

Appendix 4A Rule 28(1A)(b)

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

Elector's name*:

*The returning officer must omit the elector's name where the ballot papers are sent or delivered to an elector with an anonymous entry in the register or to the proxy of an elector with an anonymous entry in the register.

[Voter's name (where this differs from the elector's name because the elector is voting by proxy)*:]

*The line relating to the voter's name may be omitted where the elector is not voting by proxy.

Ballot paper Nos:

Please read the instructions at the end before completing this form and the ballot papers.

I AM THE PERSON THE BALLOT PAPERS NUMBERED ABOVE WERE SENT OR DELIVERED TO.

My date of birth (in the format dd/mm/yyyy):

*My Signature:

(Keep signature within border)

*The returning officer must omit the requirement for a signature where the person has been granted a waiver.

Warning: 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. It is illegal to vote more than once (unless you are appointed as proxy for another elector) at the same election.

Instructions on marking the ballot papers and completing the postal voting statement

1. You have been supplied with [returning officer to insert the number] ballot papers. [The returning officer must then identify which colour of ballot paper is in use at the election of councillors to a county or county borough council and which colour of ballot paper is in use at each relevant election.]

2. [The returning officer must then set out the instructions for marking the ballot paper in use at the election of councillors to a county or county borough council and the instructions for marking the ballot paper in use at each relevant election. Unless the ballot papers have been sent to a person voting as proxy, a suitable form of words for the instructions for marking the ballot paper in use at the election of councillors to a county or county borough council would be the following:

1

“Number the candidates in the order of your choice in the voting boxes opposite the candidates. You can make as many or as few choices as you want to.
Put the number 1 in the voting box next to your first choice.

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Put the number 2 in the voting box next to your second choice.
Put the number 3 in the voting box next to your third choice. And so on.

Do not mark the ballot paper in any other way. If you do, your vote may be invalid.”*

*Where the ballot paper has been sent to a person voting as proxy, a suitable form of words for the instructions for marking the ballot paper in use at the election of councillors to a county or county borough council would be the following:

“Number the candidates in the order of the elector’s choice in the voting boxes opposite the candidates.

The elector can make as many or as few choices as they want to.

Put the number 1 in the voting box next to the elector’s first choice.

Put the number 2 in the voting box next to the elector’s second choice.

Put the number 3 in the voting box next to the elector’s third choice. And so on.

Do not mark the ballot paper in any other way. If you do, the vote may be invalid.”

3. If you need help voting, the person helping you must not tell anyone for whom the vote was given.

4. Put the ballot papers in the small envelope marked **A** and seal it.

5. Complete the postal voting statement by signing it and providing your date of birth. If you do not, the postal voting statement will be invalid and the votes will not be counted. Note that it is your **date of birth** that is required, not the date on which you sign the statement.*

*Where the requirement for a signature has been waived, the returning officer must change this instruction so that it reads:

5. Complete the postal voting statement by providing your date of birth. If you do not, the postal voting statement will be invalid and the vote(s) will not be counted. Note that it is your **date of birth** that is required, not the date on which you complete the postal voting statement.

6. Then put the envelope marked **A** together with the postal voting statement in the larger envelope marked **B**. Return it as soon as possible.

7. After receiving the postal vote, you cannot vote in person at a polling station at the elections*.

*Where the ballot papers have been sent to a person voting as proxy, this paragraph should be amended so that it reads:

7. After receiving the postal vote, you cannot vote as proxy for the elector in person at a polling station at the elections.

8. If you accidentally spoil any of the ballot papers, you can apply to the returning officer for a replacement before 5 pm on [insert date of the poll]. You must return all the ballot papers, the postal voting statement and the envelopes marked A and B. Make sure you contact the returning officer as soon as possible. [Returning officer to provide contact details for assistance.]

9. The ballot papers and the postal voting statement must be—

- (a) sent by post to the returning officer in sufficient time for them to be received by the returning officer before 10 pm on [insert date of the poll];
- (b) given by hand to the returning officer before 10 pm on [insert date of the poll]; or
- (c) handed in on [insert date of the poll] at any polling station in the appropriate area before 10 pm.

The appropriate area referred to in paragraph (c) is [returning officer to insert a description of the appropriate area].

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Form of Postal Voting Statement (for use where polls are combined but the issue and receipt of postal ballot papers is not combined)

Elector's name*:

*The returning officer must omit the elector's name where the ballot papers are sent or delivered to an elector with an anonymous entry in the register or to the proxy of an elector with an anonymous entry in the register.

[Voter's name (where this differs from the elector's name because the elector is voting by proxy)*:]

*The line relating to the voter's name may be omitted where the elector is not voting by proxy.

Ballot paper No:
Colour:

Please read the instructions at the end before completing this form and the ballot paper.

I AM THE PERSON THE BALLOT PAPER NUMBERED ABOVE WAS SENT OR DELIVERED TO.

My date of birth (in the format dd/mm/yyyy):

My Signature*:

(Keep signature within border)

*The returning officer must omit the requirement for a signature where the person has been granted a waiver.

Warning: 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. It is illegal to vote more than once (unless you are appointed as proxy for another elector) at the same election.

Instructions on marking the ballot paper and completing the postal voting statement

1. The poll at the election of councillors to the [insert name of the county or county borough council] has been combined with the poll at [returning officer to insert appropriate details of each relevant election]. You have chosen to vote by post. You have been issued with [returning officer to insert number] ballot papers. [The returning officer must then identify which colour of ballot paper is in use at the election of councillors to a county or county borough council and which colour of ballot paper is in use at each relevant election.]

Each ballot paper has its own ballot paper envelope (marked **A**), postal voting statement and return envelope (marked **B**). The postal voting statement and return envelope for use with a particular ballot paper are the same colour as the ballot paper. You may find it helpful to sort the documents into separate sets.

These instructions relate to the ballot paper coloured [insert colour] for use at the election of councillors to the [insert name of county or county borough council] and the postal voting statement of the same colour relating to that ballot paper.

2. Number the candidates in the order of your choice in the voting boxes opposite the candidates. You can make as many or as few choices as you want to.
Put the number 1 in the voting box next to your first choice.
Put the number 2 in the voting box next to your second choice.

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

Put the number 3 in the voting box next to your third choice. And so on.

Do not mark the ballot paper in any other way. If you do, your vote may be invalid.

*Where the ballot paper has been sent to a person voting as proxy, paragraph 2 should be amended so that it reads:

2. Number the candidates in the order of the elector's choice in the voting boxes opposite the candidates.

The elector can make as many or as few choices as they want to.

Put the number 1 in the voting box next to the elector's first choice.

Put the number 2 in the voting box next to the elector's second choice.

Put the number 3 in the voting box next to the elector's third choice. And so on.

Do not mark the ballot paper in any other way. If you do, the vote may be invalid.

3. If you need help voting, the person helping you must not tell anyone for whom the vote was given.

4. Put the ballot paper in the small envelope marked **A** and seal it.

5. Complete the postal voting statement by signing it and providing your date of birth. If you do not, the postal voting statement will be invalid and the vote(s) will not be counted. Note that it is your **date of birth** that is required, not the date on which you sign the statement.*

*Where the requirement for a signature has been waived, the returning officer must change this instruction so that it reads:

5. Complete the postal voting statement by providing your date of birth. If you do not, the postal voting statement will be invalid and the vote(s) will not be counted. Note that it is your **date of birth** that is required, not the date on which you complete the postal voting statement.

6. Then put the envelope marked **A** together with the postal voting statement in the larger envelope marked **B**. Return it as soon as possible.

7. After receiving the postal vote, you cannot vote in person at a polling station at the elections.*

*Where the ballot paper has been sent to a person voting as proxy, this paragraph should be amended so that it reads:

7. After receiving the postal vote, you cannot vote as proxy for the elector in person at a polling station at the elections.

8. If you accidentally spoil the ballot paper, you can apply to the returning officer for a replacement before 5 pm on [insert date of the poll]. You must return the spoiled ballot paper, the postal voting statement and the envelopes marked A and B. Make sure you contact the returning officer as soon as possible. [Returning officer to provide contact details for assistance.]

9. The ballot paper and the postal voting statement must be—

(a) sent by post to the returning officer in sufficient time for them to be received by the returning officer before 10 pm on [insert date of the poll];

(b) given by hand to the returning officer before 10 pm on [insert date of the poll]; or

(c) handed in on [insert date of the poll] at any polling station in the appropriate area before 10 pm.

The appropriate area referred to in paragraph (c) is [returning officer to insert a description of the appropriate area.]