

Application to vote by proxy in Aldermanic & Common Council elections

Voting by proxy

Proxy voting means that if you cannot vote in person, you can have someone you trust vote on your behalf. You can use this form to apply to vote by proxy at the election(s) you are eligible to vote in to be held on a particular day.

This form applies only in the City of London for Aldermanic and Common Council elections.

To vote by proxy, both you and your proxy must be registered and eligible to vote.

A proxy can vote for a maximum of 2 people, or 4 people if the additional 2 people are service voters.

How do I apply to vote by proxy?

- Ask someone who is willing and capable to be your proxy and vote on your behalf.
- Fill in the proxy vote application form.
- Make sure all required sections of the form are complete and provide your date of birth and signature. This information is needed to prevent fraud. If you are unable to sign this form, please contact your local electoral registration office.
- If your application has missing or incorrect information, your local electoral registration office will contact you. You may need to provide supporting documents and it may take longer to process your application.
- **Return your form to electoralservices@cityoflondon.gov.uk or Electoral Services, Guildhall, PO Box 270, London, EC2P 2EJ**

When applying for a new proxy vote, you must return your application form by **5pm, 6 working days before the poll**.

When changing or cancelling an existing postal, proxy or postal proxy vote, you must return your application form by **5pm, 11 working days before the poll**.

What happens after I have returned this form?

- Electoral Services will confirm if your application has been accepted or rejected.
- Your proxy will be sent a proxy poll card, telling them where and when to vote on your behalf.
- You must let your proxy know how you want them to vote on your behalf, for example, which candidate, party or outcome.
- Your proxy must go to your polling station to vote on your behalf. If your proxy cannot get to the polling station, they can apply to vote on your behalf by post. They can apply to do this until **5pm, 11 working days before the poll**. They can contact Electoral Services for more details and to request a postal vote application form.
- If you are able to go to the polling station on polling day, you can vote in person as long as your proxy has not already done so or has not applied to vote on your behalf by post.

Privacy statement

This privacy notice tells you what will happen to the personal information you supply with this application form.

The Electoral Registration Officer is the Data Controller for the purposes of data protection legislation. Their lawful basis for collecting the personal information is that the processing is necessary in order to perform a task in the public interest as set out in the Representation of the People Act 1983 and related regulations.

The Electoral Registration Officer is legally required to process your personal information securely and comply with data protection legislation.

Application to vote by proxy in Aldermanic & Common Council elections

Only one person can apply to vote by proxy using this form

Please write in black ink and use CAPITAL LETTERS. When you have completed the form, send it to electoralservices@cityoflondon.gov.uk or Electoral Services, Guildhall, PO Box 270, London, EC2P 2EJ

1 About you

Surname

First name(s) (in full)

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Your registered address in the City of London

Postcode

Postcode

Phone number (optional)

Email (optional)

2 Who do you want to be your proxy?

Full name

Full address




Postcode

Postcode

Email or phone number (optional)

3 At which election(s) do you want a proxy vote?

I want a proxy vote for the election(s) on:

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D D M M Y Y Y Y

4 Why do you want a proxy vote?

Please explain why you are not able to go to your polling station on polling day.

5 Your date of birth and declaration

Declaration: I have asked the person I have named as my proxy and confirm that they are willing and capable to be appointed to vote on my behalf.

As far as I know, the details on this form are true and accurate. I understand that to provide false information on this form is an offence, punishable on conviction by imprisonment of up to six months and/or a fine.

Date of birth: Please write your date of birth in the boxes below using black ink.

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Signature: Sign below using black ink, keeping within the grey border.

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If you are unable to sign this form, please contact Electoral Services.

6 Date of application

Today's date

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