1969 No. 904

REPRESENTATION OF THE PEOPLE

The Representation of the People Regulations 1969

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Laid before Parliament	*12th June* 1969
Coming into Operation—	
Regulations 21, 22, 28, 29-58, 68, 69, 74	*16th February* 1970
Regulation 70(2) *and Schedules*	*In accordance with Regulation* 2
Remainder	*16th July* 1969

ARRANGEMENT OF REGULATIONS

PART I

GENERAL

1. Citation and extent.
2. Commencement.
3. Revocation and savings.
4. Interpretation.

PART II

REGISTRATION

The Register

5. Separate part of register for each registration unit.
6. Separate letter for each parliamentary polling district.
7. Order of names.
8. Marking of names to indicate at which elections person entitled to vote.
9. Marking of names to indicate manner of voting.

The Electors Lists

10. Form of electors lists.
11. Publication of the electors lists.

Claims and Objections

12. Notice of claims and objections.
13. Time for making claims and objections.
14. Form of claims and objections.
15. Entry and preliminary disposal of claims and objections.
16. Hearing of claims and objections.
17. Corrections to the electors lists.
18. Other corrections to the electors lists.

Publication and Sale of the Register

19. Publication of register.
20. Registration officer to furnish copies of register.
21. Free copies of register.
22. Sale of register.

Supplementary

23. Declaration as to age and nationality.
24. Power of registration officer to delegate his duties.
25. Information from householders.
26. Adaptation of electors lists and register in consequence of altered polling districts.

Corrupt and Illegal Practices List

27. Corrupt and illegal practices list.

Correction of Register

28. Correction of register.

PART III

ABSENT VOTERS, PROXIES AND POSTAL PROXIES

29. Application to be treated as an absent voter.
30. Record and list of absent voters.
31. Application to vote by proxy.
32. Appointment of proxy.
33. Proxy paper.
34. Cancellation and disregard of proxy appointment.
35. Record and list of proxies.
36. Application by proxy to vote by post.
37. Record and list of postal proxies.
38. Certificate of employment.

PART IV

ISSUE AND RECEIPT OF POSTAL BALLOT PAPERS

Interpretation

39. Interpretation of Part IV.

Issue of Postal Ballot Papers

40. Form of postal ballot paper.
41. Form of declaration of identity.
42. Persons entitled to be present at issue and receipt of postal ballot papers.
43. Declaration of secrecy.
44. Notice of issue of postal ballot papers.
45. Marking of postal ballot paper.
46. Refusal to issue postal ballot paper.
47. Ballot paper envelope.
48. Delivery of postal ballot papers to post office.
49. Provision of postal voters' ballot box.
50. Sealing up of special lists and counterfoils.
51. Spoilt postal ballot paper.

Receipt of Postal Ballot Papers

52. Receipt of covering envelope.
53. Opening of postal voters' ballot box.
54. Opening of covering envelopes.
55. Sealing up of rejected votes and declarations of identity.
56. Opening of ballot paper envelopes.
57. Abandoned poll.
58. Forwarding of documents.

PART V

SERVICE VOTERS

59. Service declaration by members of the forces and spouses.
60. Qualification for Crown servant.
61. Service declaration by Crown servants, British Council employees and spouses.
62. Transmission of service declaration by Crown servants, British Council employees and spouses.
63. Service declaration by person about to leave the United Kingdom.
64. Proceedings by registration officer on receipt of service declaration.
65. Invalid service declaration.
66. Evidence as to service declaration.

PART VI

SUPPLEMENTARY

67. Appeals.
68. Official poll card.
69. Return and declaration of election expenses.
70. Forms.
71. Sending of notices, etc.
72. Publication of documents.
73. Misnomers.
74. Time.
75. Penalties.

SCHEDULES

SCHEDULE 1: Forms.

Forms for use by registration officers

Form A: Return by occupier as to residents.
Form B: Notice as to publication of a draft register of electors and making of claims and objections.
Form C: Notice as to publication of the electors lists and making of claims and objections.
Form D: Proxy paper.

Forms for use by returning officers

Form E: Elector's official poll card.
Form F: Proxy's official poll card.
Form G: Certificate of employment.
Form H: Declaration of identity.

Forms for use by service voters

Form J: Service declaration and application for appointment of proxy by a member of the forces.
Form K: Service declaration and application for appointment of proxy by the spouse of a member of the forces.
Form L: Service declaration and application for appointment of proxy by a Crown servant or by a person employed by the British Council.
Form M: Service declaration and application for appointment of proxy by the spouse of a Crown servant or of a person employed by the British Council.
Form N: Application by a service voter in the United Kingdom to vote by post.

Forms for use by other persons

Form O: Form of claim to be registered as an elector.
Form P: Form of objection to an entry in the electors lists.
Form Q: Application to be treated as an absent voter for an indefinite period owing to occupation or physical incapacity.
Form R: Application to vote by post owing to change of residence.
Form S: Application to be treated as an absent voter for a particular election.
Form T: Application to be treated as an absent voter for an indefinite period owing to air or sea journey.
Form U: Application for appointment of proxy.
Form V: Application by a proxy to vote by post.
Form W: Application by service voter's spouse for appointment of proxy.
Form X: Return of expenses required by section 63 of the Representation of the People Act 1949 to be authorised by an election agent.
Form Y: Declaration as to expenses required by section 63 of the Representation of the People Act 1949 to be authorised by an election agent.

SCHEDULE 2: Table of comparison of election rules.

In exercise of the powers conferred on me by sections 42 and 171(5) of the Representation of the People Act 1949(a), I hereby make the following Regulations :—

PART I

GENERAL

Citation and extent

1.—(1) These Regulations may be cited as the Representation of the People Regulations 1969.

(2) These Regulations shall not extend to Scotland or Northern Ireland.

Commencement

2.—(1) The following provisions of these Regulations, namely, Regulations 21, 22, 28, 29 to 58 (inclusive), 68, 69, Regulation 70(2) except in so far as Regulation 70(2) relates to form O or P, and Regulation 74 and so much of the Schedules as relates to those provisions, shall come into operation on 16th February 1970 :

Provided that Regulations 29 to 58 (inclusive), 68, 69, 70(2) and 74 shall not have effect in relation to an election notice of which has been published before 16th February 1970.

(2) Except as otherwise provided by paragraph (1) of this Regulation, these Regulations shall come into operation fourteen days after they have been approved by both Houses of Parliament.

Revocation and savings

3.—(1) The following provisions of the Representation of the People Regulations 1950(b), as amended (c), namely, Regulations 18, 19, 25 to 52 (inclusive), 64, 65(2) except so far as Regulation 65(2) relates to form O or P, Regulations 65(3) and 69, and so much of the Schedules to those Regulations and of the Greater London (Elections) Order 1964(d) as relates to those provisions, shall be revoked as from 16th February 1970 :

Provided that Regulations 25 to 52 (inclusive), 64, 65(2), 65(3) and 69, and so much of the Schedules to the Regulations of 1950 as relates to the said Regulations, shall continue to have effect in relation to an election notice of which has been published before 16th February 1970.

(2) Except as otherwise provided by paragraph (1) of this Regulation, the Representation of the People Regulations 1950, the Representation of the People Regulations 1953(e), the Representation of the People Regulations 1954(f) and so much of the Greater London (Elections) Order 1964 as relates to those Regulations are hereby revoked.

(a) 1949 c.68. (b) S.I. 1950/1254 (Rev. XX, p.7: 1950 II, p. 513).

(c) The amending instruments are S.I. 1953/1107, 1954/498, 1964/346 (1953 II, p.1757; 1954 II, p.1921; 1964 I, p.540).

(d) S.I. 1964/346 (1964 I, p.540). (e) S.I. 1953/1107 (1953 II, p.1757).

(f) S.I. 1954/498 (1954 II, p.1921).

(3) Section 38 of the Interpretation Act 1889(a) shall apply as if these Regulations were an Act of Parliament and as if any Regulations revoked by these Regulations were Acts of Parliament repealed by an Act of Parliament.

(4) Without prejudice to the said section 38 any register, list or record prepared, any application, appointment or declaration made, any proceedings initiated or other thing done under any Regulations revoked by these Regulations shall not be invalidated by the revocation effected by paragraph (1) or (2) of this Regulation and shall, in so far as it could have been prepared, made, initiated or done under any provision of these Regulations, have effect as if it had been prepared, made, initiated or done under that provision.

(5) Any reference in any statutory instrument to a Regulation revoked by these Regulations shall be taken as a reference to the corresponding Regulation contained in these Regulations.

Interpretation

4.—(1) For the purpose of these Regulations, unless the context otherwise requires—

the expression "the Act of 1949" means the Representation of the People Act 1949;

the expression "the Act of 1969" means the Representation of the People Act 1969(b);

the expression "postal proxy" means a person entitled to vote by post as proxy at an election;

the expression "registration officer" means an electoral registration officer.

(2) Any act or thing which is required by these Regulations to be done by, to or before the mayor of a borough may, in any case in which the office of mayor is vacant or the mayor is for any reason unable to act, be done by, to or before the deputy mayor of the borough or, if there is no deputy mayor, or the deputy mayor is for any reason unable to act, by, to or before such alderman of the borough as the council of the borough may choose for that purpose.

(3) A claim or objection includes a claim or objection that a letter or date should or should not be placed against a person's name in the electors lists and the register in accordance with Regulation 8 or Regulation 9(*a*) or (*b*).

(4) A reference in these Regulations to any enactment or statutory instrument shall be construed as including a reference to that enactment or statutory instrument as amended or replaced by any other enactment or statutory instrument.

(5) A reference in these Regulations to a Regulation shall be construed as a reference to a Regulation contained in these Regulations.

(6) A reference in these Regulations to a form identified by means of a letter shall be construed as a reference to the form so identified in Schedule 1 to these Regulations.

(7) A reference in these Regulations to the record and list of absent voters, proxies or postal proxies shall be taken as referring to the records and lists prepared for parliamentary and local government elections.

(8) The Interpretation Act 1889 shall apply to the interpretation of these Regulations as it applies to the interpretation of an Act of Parliament.

(a) 1889 c.63. (b) 1969 c. 15.

PART II

REGISTRATION

The Register

Separate part of register for each registration unit

5.—(1) The register shall be framed in separate parts for each registration unit in the constituency.

(2) The registration unit shall be each parliamentary polling district if wholly contained in an electoral area or, where a parliamentary polling district is contained in more than one electoral area, each part of the polling district contained in a separate electoral area.

Separate letter for each parliamentary polling district

6. There shall be a separate letter or letters in the register for each parliamentary polling district and such letter or letters shall be deemed to form part of an elector's number in the register.

Order of names

7.—(1) Subject to paragraph (2) of this Regulation, the names in each registration unit shall be arranged in street order unless the local authority whose clerk is registration officer determine for any unit that street order is not reasonably practicable in which case the names shall be arranged in alphabetical order or partly in street order and partly in alphabetical order, as the local authority may determine.

(2) The names of every service voter in any registration unit who in his service declaration has given an address at which the declarant has resided in the United Kingdom, not being an address at which he would have been residing but for the circumstances entitling him to make the declaration, shall be grouped in alphabetical order at the end of the registration unit beneath a heading indicating that the service voters have so declared.

(3) The names in the register shall be numbered so far as is reasonably practicable consecutively; and there shall be a separate series of numbers (beginning with the number one) for each parliamentary polling district.

Marking of names to indicate at which elections person entitled to vote

8.—(1) To indicate that an elector is not entitled to vote at a parliamentary election the letter "L" shall be placed against his name in the electors lists and the register.

(2) If an elector will attain voting age before the end of the twelve months following the day by which a register is required to be published but will not be of voting age on the first day of those twelve months, the date on which he will attain that age shall be placed against his name in the electors lists as well as in the register.

Marking of names to indicate manner of voting

9. To indicate the manner in which an elector is entitled to vote at an election there shall be placed—

(*a*) in the electors lists and the register against the name of any elector who is a service voter the letter "S";

(*b*) in the electors lists and the register against the name of any elector who is a merchant seaman the letter "M";

(*c*) in any copy of the register or part thereof provided for a polling station—

(i) against the name of any elector who is, or whose proxy is, entitled to vote by post the letter "A",

(ii) against the name of any elector on behalf of whom a proxy is entitled to vote the letter "P".

The Electors Lists

Form of electors lists

10.—(1) The electors lists shall be framed in separate parts for each registration unit in the constituency.

(2) The electors lists for a registration unit shall consist of—

List A—a copy of the register in force for the unit,

List B—a list of newly qualified electors, that is to say, persons who are qualified for registration as parliamentary or as local government electors in respect of qualifying addresses for which they are not registered in the register in force or who, since the qualifying date of the register in force, have become entitled to be registered as residents instead of as service voters, or vice versa, in respect of those addresses, and

List C—a list of persons who have ceased to be qualified as electors or whose qualification has been altered, that is to say, persons who, being registered in respect of qualifying addresses in the register in force, have ceased to be qualified for registration as parliamentary or as local government electors in respect of those addresses or who, since the qualifying date for the register in force, have become entitled to be registered as residents instead of as service voters, or vice versa, in respect of those addresses:

Provided that where the area of a registration unit differs from the area of that unit as constituted for the purposes of the register in force, the registration unit may be treated as having the same area as it had for the purposes of the register in force.

(3) The names in List B need not be numbered.

(4) The names in List C shall have opposite them their numbers in the register in force.

(5) Notwithstanding the provisions of paragraphs (2), (3) and (4) of this Regulation, the electors lists for a registration unit may, with the consent of the Secretary of State, be prepared as a draft register so as to show only the persons appearing to the registration officer to be entitled to be registered, together with their qualifying addresses, and to comply with the provisions of the preceding Regulations:

Provided that the names in the draft register need not be numbered.

Publication of the electors lists

11.—(1) The registration officer shall publish the electors lists by—

(*a*) making a copy thereof available for inspection at his office;

(*b*) as soon as practicable making copies of the part of the electors lists relating to each electoral area available for inspection at a specified place in or near that electoral area to which the public have access ;

(*c*) publishing a notice (to be combined with the notice of claims and objections referred to in Regulation 12) specifying the said place.

(2) The electors lists shall be published on or before the twenty-eighth day of November and shall be kept published till the publication of the register prepared from those lists.

Claims and Objections

Notice of claims and objections

12.—(1) The registration officer shall at the time of publishing the electors lists publish a notice in Form C or, in the case of electors lists to which Regulation 10(5) applies, in Form B specifying the manner in which and the time within which claims and objections in respect of the electors lists may be made.

(2) The said notice shall be published in the way the registration officer thinks best calculated to bring the said notice to the attention of the electors.

Time for making claims and objections

13.—(1) A claim or objection in respect of the electors lists which is delivered to the registration officer after the sixteenth day of December shall be disregarded :

Provided that an objection to a claim shall not be disregarded if it is delivered to the registration officer within three days after the claim has been entered in the list of claims.

(2) A service declaration made with reference to a qualifying date and made during the twelve months ending with that date, but received too late for inclusion of the declarant's name in the electors lists, shall, if it is received by the registration officer—

(*a*) not later than the last day for making claims, be treated as a claim,

(*b*) after the said last day, be disregarded.

Form of claims and objections

14.—(1) A claim shall be in Form O and may be made by a person either on his own behalf or on behalf of another person.

(2) An objection shall be in Form P.

(3) Claims and objections shall be made available for inspection in the registration officer's office till completion of the hearing of claims and objections.

Entry and preliminary disposal of claims and objections

15.—(1) The registration officer shall keep separate lists of claims and objections and shall, on receipt of a claim or objection, forthwith enter in the appropriate list the name and qualifying address of the claimant or the person in respect of whom the objection is made.

(2) If the registration officer is of opinion—

(*a*) that the particulars given in a claim or objection are insufficient, he may ask for further information and take no further action until such information is supplied;

(*b*) that a claim may be allowed without a hearing, he may allow the claim, provided that no objection is made thereto, and shall so inform the person making the claim;

(*c*) that the objector is not entitled to object, he may disallow the objection and shall so inform the objector;

(*d*) that a claim or objection cannot be allowed because—

(i) the matter has been concluded by the decision of a court, or

(ii) the particulars given in a claim or objection do not entitle the claimant or objector to succeed,

he may send to the person making the claim or objection a notice stating his opinion and the grounds thereof and that he intends to disallow the claim or objection unless that person gives the registration officer notice within three days from the date of the first mentioned notice that he requires the claim or objection to be heard, and, if he receives no such notice within the said time, he may disallow the claim or objection.

(3) The registration officer shall, unless he allows or disallows the claim or objection under paragraph (2) of this Regulation, send a notice, in the case of a claim, to the person making the claim and, in the case of an objection, to the objector and the person objected to, stating the time and place at which he proposes to hear the claim or objection; and the notice sent to a person objected to shall also state the name and address of the objector and the grounds of the objection.

(4) The time fixed for the hearing of a claim or objection shall not be earlier than the third day after the date of the notice referred to in paragraph (3) of this Regulation.

(5) The registration officer shall make available for inspection at his office till completion of the hearing of claims and objections the lists of claims and objections together with the time and place at which he proposes to hear any claim or objection.

Hearing of claims and objections

16.—(1) On the hearing of a claim, the person making the claim and any person who has duly made an objection and, on the hearing of an objection, the objector and the person objected to and, on the hearing of either, any other person who appears to the registration officer to be interested shall be entitled to appear and be heard.

(2) The right to appear and be heard includes the right to make written representations.

(3) Any person entitled to appear and be heard may do so either in person or by any other person on his behalf.

(4) The registration officer may, at the request of any person entitled to appear and be heard or, if he thinks fit, without such a request, require that the evidence tendered by any person shall be given on oath and may administer an oath for the purpose.

Corrections to the electors lists

17. Any alteration to the electors lists which is required—

(*a*) to carry out the registration officer's decision with respect to any claim or objection,

(*b*) to correct any clerical error,

(*c*) to correct any misnomer or inaccurate description,

(*d*) to delete the name of any person who the registration officer is satisfied is dead,

shall be made by the registration officer.

Other corrections to the electors lists

18.—(1) Where it appears to the registration officer that it is necessary to make any alteration (other than an alteration under Regulation 17) to the electors lists in order to ensure that no person shall be incorrectly registered, or registered when not entitled, he shall send to the person affected by the alteration a notice stating the proposed alteration and shall give him an opportunity within five days from the date of such notice of objecting to the alteration and, if necessary, of appearing and being heard in accordance with the provisions of Regulation 16.

(2) After the said five days the registration officer shall make such alteration (if any) as seems to him to be necessary.

Publication and Sale of the Register

Publication of register

19.—(1) The registration officer shall publish the register by making a copy available for inspection at his office and by making copies of the part of the register relating to each electoral area available for inspection as soon as practicable at the place at which copies of the part of the electors lists relating to that electoral area have been made available for inspection.

(2) The register shall be kept published until the coming into force of the next register.

Registration officer to furnish copies of register

20.—(1) A copy of the register shall, on publication, be furnished by the registration officer to the Secretary of State and the British Museum.

(2) An abstract of the contents of the register shall be furnished by the registration officer to the Secretary of State at such times and in such form and giving such particulars as the Secretary of State may require.

Free copies of register

21. The registration officer shall on request supply without fee—

(*a*) four copies of the register for the constituency (which may be printed on one side only) and four copies of Lists B and C of the electors lists therefor, or, in the case of electors lists to which Regulation 10(5) applies, of the draft register therefor, so long as the lists are kept published, to any person who satisfies the registration officer that he

requires them for use in connection with his own or some other person's prospective candidature at a parliamentary election for that constituency:

Provided that not more than one person in respect of the same candidature shall be so supplied;

(*b*) two copies of the register for the constituency to each candidate at a parliamentary election for that constituency or his election agent;

(*c*) one copy of the register for any electoral area to each candidate at a local government election for that area or his election agent.

Sale of register

22. The registration officer shall supply to any person copies of any part or parts of the register in force or of any electors lists therefor so long as there are sufficient copies available after allowing for the number which may be required for the purposes of any election (including the purposes of Regulation 21) on payment—

(*a*) in the case of a person who has been supplied in pursuance of Regulation 21 with a copy of the register or the electors lists or who is a returning officer or a local authority, of a fee at the rate of one shilling for each one thousand (or part of one thousand) names in such copy;

(*b*) in the case of any other person, of a fee at the rate of five shillings for each one thousand (or part of one thousand) names in such copy.

Supplementary

Declaration as to age and nationality

23.—(1) The registration officer before registering any person (other than a service voter) may, if he thinks it necessary—

(*a*) require that person either to produce a birth certificate or to make a statutory declaration as to the date of his birth,

(*b*) require that person either to produce a certificate of naturalisation or a document showing that he has become a British subject by virtue of registration, or to make a statutory declaration that he was a British subject or citizen of the Republic of Ireland on the qualifying date.

(2) Where a declaration is so made, any fee payable in connection therewith shall be paid by the registration officer as part of his registration expenses.

(3) Any such declaration shall be made available for inspection in the registration officer's office till completion of the hearing of claims and objections.

Power of registration officer to delegate his duties

24. The registration officer may require the clerk of the authority of any county borough, London borough or county district wholly or partly within the area for which he acts (or an officer designated for the purpose by the council of any such borough or district) to perform on his behalf all or any of his registration duties so far as they relate to the preparation and publication of the electors lists for any registration unit within the area of that borough or district, including the duty of carrying out a house to house or other sufficient inquiry as to the persons entitled to be registered (excluding persons

entitled to be registered in pursuance of a service declaration), and to give information required for the purposes of his registration duties.

Information from householders

25. The registration officer may require any householder or person owning or occupying any premises within the area for which he acts or the agent or factor of any such person to give information required for the purposes of his registration duties.

Adaptation of electors lists and register in consequence of altered polling districts

26.—(1) Where the Secretary of State directs a local authority to make or himself makes any alteration of parliamentary polling districts, he may also direct that—

(*a*) the register in force be adapted to the alteration;

(*b*) if the alteration takes place between the publication of any electors lists and the coming into force of the register prepared from those lists, the form of that register be framed in accordance with the alterations.

(2) Where any alteration of parliamentary polling districts is made otherwise than by virtue of section 11(4) of the Act of 1949 (which relates to powers exercisable by the Secretary of State), the local authority whose clerk is registration officer may direct the registration officer to make the adaptations set out in paragraph (1) of this Regulation.

(3) Except as otherwise provided by this Regulation an alteration of parliamentary polling districts shall not be effective until the coming into force of the first register prepared from the electors lists published after the alteration is made.

Corrupt and Illegal Practices List

Corrupt and illegal practices list

27.—(1) The registration officer shall, at the same time as he publishes the electors lists, prepare and publish the corrupt and illegal practices list (if any) required by section 40(1) of the Act of 1949 by making a copy thereof available for inspection at the same places as he makes available copies of the electors lists or any part thereof.

(2) A person named in the corrupt and illegal practices list may claim to be omitted therefrom and any person may object to the omission of any person from such list, and paragraph (1) of Regulation 13, paragraph (3) of Regulation 14 and Regulations 15 and 16 shall apply to any such claim and objection as they apply to a claim or objection in respect of the electors lists.

(3) A claim may be made by a person either on his own behalf or on behalf of another person and shall give particulars of the grounds on which the person concerned should be omitted, and an objection to the omission of any person shall give the name and address of the objector and the person in respect of whom the objection is made and the grounds on which such person should be entered in the corrupt and illegal practices list including particulars of the alleged conviction by a court or of the alleged report of any election court.

(4) The registration officer shall make such alterations to the corrupt and illegal practices list as are required to carry out his decisions on any claims or objections or to correct any clerical error, misnomer or inaccurate description.

(5) Where it appears to the registration officer that a person not named in the corrupt and illegal practices list should be entered therein, he shall send to that person a notice that he intends to enter him therein and shall give him an opportunity within five days from the date of such notice of objecting and being heard in accordance with the provisions of Regulation 16, and after the said five days he shall make such alteration as seems to him to be necessary.

(6) The registration officer shall publish the corrected corrupt and illegal practices list (if any) at the same time as he publishes the register and in the same manner as he publishes each part of the register.

(7) A copy of the corrected corrupt and illegal practices list shall, on publication, be furnished by the registration officer to the Secretary of State and the British Museum.

(8) The clerk of the authority of each local government area who is required under section 40(2) of the Act of 1949 to make out a corrupt and illegal practices list shall, not later than fourteen days before the date for the publication of the electors lists, send to the registration officer of each constituency wholly or partly within that local government area a copy of such list (if any).

(9) From the corrected list or lists, as the case may be, described in paragraph (6) of this Regulation the said clerk shall make out a revised corrupt and illegal practices list and shall publish it by making a copy thereof available for inspection at his office.

(10) The corrupt and illegal practices list as first published and as corrected or revised shall be kept published for the same length of time as the electors lists and the register.

Correction of Register

Correction of register

28.—(1) When a registration officer makes an alteration in a register pursuant to section 7(2) of the Act of 1969, he shall—

(*a*) send to the person affected by the alteration and, if he gives effect to a decision on an objection made with respect to the electors lists, to the objector a notice stating the alteration;

(*b*) make a copy of the alteration available for inspection at his office;

(*c*) make copies of the alteration available for inspection at the place at which copies of the part of the register to which the alteration relates have been made available for inspection;

(*d*) furnish a copy of the alteration to the Secretary of State and the British Museum;

(*e*) supply without a fee a copy of the alteration to each person to whom he has supplied copies of the register or part thereof to which the alteration relates in pursuance of Regulation 21 or 22(*a*).

(2) Copies of alterations made available for inspection under this Regulation shall be kept available for the same length of time as the register is kept published.

PART III

ABSENT VOTERS, PROXIES AND POSTAL PROXIES

Application to be treated as an absent voter

29.—(1) An application to be treated as an absent voter shall be made in respect of each qualifying address and shall—

(*a*) be in Form S in any case where the application is made for a particular election only,

(*b*) be in Form R in any case where the application is based on the ground that the applicant no longer resides at his qualifying address,

(*c*) be in Form N in any case where the applicant is a service voter,

(*d*) be in Form W in any case where the applicant is the spouse of a service voter, has made a service declaration, but has not yet been registered as a service voter in pursuance of that declaration,

(*e*) be in Form T in any case where the application is based on the ground that the applicant is unable or likely to be unable to go in person from his qualifying address to the polling station without making a journey by air or sea,

(*f*) be in Form Q in any other case.

(2) (*a*) An application to be treated as an absent voter based on the ground of religious observance shall not be allowed by the registration officer unless it is accompanied by a certificate signed by a minister of the applicant's religious denomination certifying the nature and times of the religious observances and that the applicant is bound to observe them.

(*b*) An application to be treated as an absent voter based on the ground of physical incapacity shall be allowed by the registration officer if—

(i) the applicant has been registered as a blind person by a local authority under section 29(4)(*g*) of the National Assistance Act 1948(**a**); or

(ii) the application is accompanied by a certificate signed by a registered medical practitioner or a Christian Science practitioner certifying that the applicant is unable, or likely to be unable, by reason either of blindness or any other physical incapacity to go in person to the polling station or, if able to go, to vote unaided and estimating the probable duration of the period during which the applicant is likely to be so unable.

(3) An application to be treated as an absent voter shall be disregarded—

(*a*) for the purposes of a parliamentary election if it is received by the registration officer after the twelfth day before the day of the poll at that election;

(*b*) for the purposes of a local government election if it is received by the registration officer after the fourteenth day before the day of the poll at that election:

Provided that an application on the grounds of the applicant's employment on the day of the poll by a returning officer or mayor or as a constable may be allowed after the said twelfth or fourteenth day as the case may be.

(**a**) 1948 c. 29.

(4) An application to be no longer treated as an absent voter may be disregarded—

(*a*) for the purposes of a parliamentary election if it is received by the registration officer after the twelfth day before the day of the poll at that election;

(*b*) for the purposes of a local government election if it is received by the registration officer after the fourteenth day before the day of the poll at that election.

(5) The registration officer on disallowing a person's application to be treated as an absent voter shall notify the applicant of the fact.

(6) Where under section 13(3)(*c*) or 24(3)(*c*) of the Act of 1949 the registration officer gives notice to an absent voter that he has reason to believe there has been a material change of circumstances, that person shall cease to be treated as an absent voter seven days after the date on which the registration officer sends such notice.

Record and list of absent voters

30.—(1) Subject to the provisions of this Regulation, the record and list of absent voters shall be in such a form as appears to the registration officer to be convenient.

(2) The address to which a ballot paper is to be sent shall be placed opposite the name and number in the register of each absent voter in the absent voters list unless a proxy (other than a service voter's proxy) has been appointed to vote on his behalf, in which case the letter "P" shall be placed opposite his name.

(3) As soon as the absent voters list has been prepared, the registration officer shall publish it by making a copy thereof available for inspection at his office.

(4) The registration officer shall make a copy of the record of absent voters available for inspection at his office.

(5) As soon as practicable after the preparation of the absent voters list, the registration officer shall, on request and without fee, supply to each candidate or his election agent a copy of the absent voters list:

Provided that if such a request is made before any issue of ballot papers to those entitled to vote by post, the registration officer shall supply a copy of the said list, or a copy of so much of the said list as relates to that issue, before that issue.

Application to vote by proxy

31.—(1) An application by a service voter for the appointment of a proxy to vote on his behalf shall be in the form of Part 2 of Form J, K, L or M, as the case may be.

(2) An application by an absent voter who is not a service voter for the appointment of a proxy to vote on his behalf shall be in Form U or W, as the case may be.

Appointment of proxy

32.—(1) For the purpose of ascertaining in pursuance of section 14(4) of the Act of 1949 and of that subsection as applied by section 25(6) of that Act that a proxy is capable of being and willing to be appointed, the registration officer shall, unless he is satisfied that the person nominated in the application

as first choice is not capable of being and willing to be appointed, notify him that a proxy paper will be issued to him unless within five days from the date of such notice the registration officer receives notice from him that he is not capable of being and willing to be appointed.

(2) If the person nominated as first choice is not capable of being and willing to be appointed, the registration officer shall, if another person is nominated as second choice, deal in like manner with such person :

Provided that if the application is received by the registration officer after publication of notice of an election, the registration officer need not do so until after the day of the poll for that election.

(3) If for any reason the registration officer does not issue a proxy paper in pursuance of an application made to him, he shall notify the person making the application why he has not done so.

Proxy paper

33.—(1) The proxy paper to be issued by the registration officer shall be in Form D.

(2) As soon as may be after issue of the proxy paper the registration officer shall send a notice of the fact to the elector stating the name of the person to whom the paper has been issued.

Cancellation and disregard of proxy appointment

34.—(1) Where the appointment of a proxy is cancelled by notice given to the registration officer or ceases to be or no longer remains in force under section 14(5) of the Act of 1949 or that subsection as applied by section 25(6) of that Act, the registration officer shall forthwith notify the person whose appointment as proxy has been cancelled or is no longer in force of the fact and remove his name from the record of proxies.

(2) Where a service voter is entitled to vote by post at an election, the registration officer shall forthwith notify his proxy (if any) of the fact and that his appointment will not have effect for that election.

(3) An application for the issue of a proxy paper shall be disregarded—

(*a*) for the purposes of a parliamentary election if it is received by the registration officer after the twelfth day before the day of the poll at that election ;

(*b*) for the purposes of a local government election if it is received by the registration officer after the fourteenth day before the day of the poll at that election.

(4) A notice cancelling the appointment of a proxy may be disregarded—

(*a*) for the purposes of a parliamentary election if it is received by the registration officer after the twelfth day before the day of the poll at that election ;

(*b*) for the purposes of a local government election if it is received by the registration officer after the fourteenth day before the day of the poll at that election.

Record and list of proxies.

35.—(1) The record and list of proxies shall be in such a form as appears to the registration officer to be convenient.

(2) As soon as the list of proxies has been prepared, the registration officer shall publish it by making a copy thereof available for inspection at his office.

(3) The registration officer shall make a copy of the record of proxies available for inspection at his office.

(4) As soon as practicable after the preparation of the list of proxies, the registration officer shall, on request and without fee, supply to each candidate or his election agent a copy of the list of proxies.

Application by proxy to vote by post

36.—(1) An application by a proxy to vote by post shall be in Form V.

(2) Such an application shall be disregarded—

(*a*) for the purposes of a parliamentary election if it is received by the registration officer after the twelfth day before the day of the poll at that election;

(*b*) for the purposes of a local government election if it is received by the registration officer after the fourteenth day before the day of the poll at that election:

Provided that if under the proviso to Regulation 29(3) the applicant becomes entitled to vote by post as an absent voter at a parliamentary or local government election after the said twelfth or fourteenth day as the case may be, such an application may be allowed after the said twelfth or fourteenth day as the case may be.

(3) The registration officer on disallowing such an application shall notify the applicant of the fact.

(4) An application under section 15(7)(*a*) of the Act of 1949 whereby a proxy ceases to be entitled to vote by post may be disregarded for the purposes of a parliamentary election if it is received by the registration officer after the twelfth day before the day of the poll at that election.

Record and list of postal proxies

37.—(1) Subject to the provisions of this Regulation, the record and list of postal proxies shall be in such a form as appears to the registration officer to be convenient.

(2) The list of postal proxies shall give the name and number in the register of the elector and opposite them the name of the proxy and the address to which the ballot paper is to be sent.

(3) As soon as the postal proxies list has been prepared, the registration officer shall publish it by making a copy thereof available for inspection at his office.

(4) The registration officer shall make a copy of the record of postal proxies available for inspection at his office.

(5) As soon as practicable after the preparation of the postal proxies list, the registration officer shall, on request and without fee, supply to each candidate or his election agent a copy of the postal proxies list:

Provided that if such a request is made before any issue of ballot papers to those entitled to vote by post, the registration officer shall supply a copy of the said list or a copy of so much of the said list as relates to that issue, before that issue.

Certificate of employment

38. The certificate as to the employment of constables and persons employed by the returning officer or mayor on the day of the poll (to enable such a constable or person to vote elsewhere than at his own polling station) shall be in Form G and signed, in the case of a constable, by a member of a police force of or above the rank of inspector.

PART IV

ISSUE AND RECEIPT OF POSTAL BALLOT PAPERS

Interpretation

Interpretation of Part IV

39.—(1) For the purpose of this Part of these Regulations, unless the context otherwise requires—

the expression "agent" includes the election agent and a person appointed to attend in the election agent's place ;

the expression "issue" includes the original and any subsequent issue ;

the expression "postal ballot paper" means a ballot paper issued to a postal voter ;

the expression "postal voter" means a person entitled to vote by post at an election as an absent voter or as a proxy.

(2) For the purpose of this Part of these Regulations, so far as it relates to the issue of postal ballot papers in an election of a borough councillor for a borough which is not a London borough, references to the returning officer shall be taken as references to the mayor.

(3)(*a*) For the purpose of this Part of these Regulations, unless the context otherwise requires, the expression "election rules" means the local elections rules in Schedule 2 to the Act of 1949, the rules in Schedule 1 to the Urban District Council Election Rules 1969(**a**), the rules in Schedule 1 to the Rural District Council Election Rules 1969(**b**) and the parliamentary elections rules in Schedule 2 to the Act of 1949.

(*b*) The table of comparison set out in Schedule 2 to these Regulations shows (so far as is necessary for the construction of these Regulations) the provisions of the rules there mentioned which correspond to one another and, except in so far as the context otherwise requires, any reference in these Regulations to a specified provision of the election rules shall be taken as a reference both to—

(i) the provision specified in the first column of that Schedule, and

(ii) the corresponding provisions in the second, third and fourth columns thereof.

Issue of Postal Ballot Papers

Form of postal ballot paper

40. The ballot papers to be sent to postal voters shall be in the same form as, and indistinguishable from, the ballot papers delivered to other voters.

(**a**) S.I. 1969/756 (1969 II, p. 2080). (**b**) S.I. 1969/757 (1969 II, p. 2107).

Form of declaration of identity

41. The declaration of identity sent with the ballot paper to a postal voter shall be in Form H.

Persons entitled to be present at issue and receipt of postal ballot papers

42.—(1) No person other than—

(*a*) the returning officer and his clerks,

(*b*) a candidate,

(*c*) an election agent or any person appointed by a candidate to attend in his election agent's place,

(*d*) any agents appointed under paragraph (2) of this Regulation,

may be present at the proceedings on the issue or receipt of postal ballot papers.

(2) Where postal ballot papers are to be issued, or the envelopes contained in the postal voters' ballot boxes are to be opened, simultaneously in two or more batches, each candidate may appoint one or more agents up to the number he may be authorised by the returning officer to appoint not exceeding the number of such batches so, however, that the number authorised shall be the same in the case of each candidate.

(3) Notice of the appointment stating the names and addresses of the persons appointed shall be given by the candidate to the returning officer before the time fixed for the issue of the postal ballot papers or the opening of the said postal voters' ballot boxes, as the case may be.

(4) If an agent dies or becomes incapable of acting, the candidate may appoint another agent in his place and shall forthwith give to the returning officer notice in writing of the name and address of the agent appointed.

(5) Agents may be appointed and notice of appointment given to the returning officer by the candidate's election agent instead of by the candidate.

(6) In this Part of these Regulations references to agents shall be taken as references to agents whose appointments have been duly made and notified and, in the case of agents appointed under paragraph (2) of this Regulation, who are within the number authorised by the returning officer.

(7) A candidate may himself do any act or thing which any agent of his, if appointed, would have been authorised to do, or may assist his agent in doing any such act or thing.

(8) Where in this Part of these Regulations any act or thing is required or authorised to be done in the presence of the candidates or their agents, the non-attendance of any such persons or person at the time and place appointed for the purpose shall not, if the act or thing is otherwise duly done, invalidate the act or thing done.

Declaration of secrecy

43.—(1) Every person attending the proceedings on the issue or receipt of postal ballot papers shall make a declaration of secrecy in the form in paragraph (3) of this Regulation, or in a form as near thereto as circumstances admit, before the issue of postal ballot papers:

Provided that if any person attends only the proceedings on the receipt of postal ballot papers, he need not make the declaration before the issue but shall make it before he is permitted to attend the proceedings on the receipt of postal ballot papers.

(2) The returning officer shall make the declaration in the presence of a justice of the peace or a person who is chairman of the Greater London Council, a county council or a district council or mayor of a borough or rural borough and any other person shall make the declaration in the presence either of a justice of the peace or of the returning officer or of a person who is chairman or clerk of the Greater London Council, a county council or a district council or mayor or town clerk of a borough or rural borough and subsections (4) and (6) of section 53 of the Act of 1949 shall be read to the declarant by the person taking the declaration or shall be read by the declarant in the presence of that person.

(3) The declaration shall be as follows:—

"I solemnly promise and declare that I will not do anything forbidden by subsections (4) and (6) of section 53 of the Representation of the People Act 1949, which have been read to [by] me."

(4) Any person before whom a declaration is authorised to be made under this Regulation may take the declaration.

Notice of issue of postal ballot papers

44.—(1) The returning officer shall give each candidate not less than two days' notice in writing of the time and place at which he will issue postal ballot papers and of the number of agents he may appoint under Regulation 42(2) to attend the said issue.

(2) Where any subsequent issue of postal ballot papers is made, the returning officer shall notify each candidate as soon as practicable of the time and place at which he will make such subsequent issue and of the number of agents he may appoint under Regulation 42(2) to attend such issue.

Marking of postal ballot paper

45.—(1) Each postal ballot paper issued shall be stamped with the official mark either embossed or perforated, and the name and number in the register of the elector shall be called out, and such number shall be marked on the counterfoil, and a mark shall be placed in the absent voters list or the list of postal proxies against the number of the elector to denote that a ballot paper has been issued to the elector or his proxy but without showing the particular ballot paper issued.

(2) The number of a postal ballot paper shall be marked on the declaration of identity sent with that paper.

Refusal to issue postal ballot paper

46. Where a returning officer is satisfied that two or more entries in either the absent voters list or the list of postal proxies relate to the same elector or that a postal proxy has been appointed for a person entered in the absent voters list, he shall not issue more than one ballot paper in respect of the same elector.

Ballot paper envelope

47. The returning officer shall, in addition to the ballot paper, declaration of identity and envelope for their return (hereinafter referred to as a "covering envelope") which he is required by rule 21 of the election rules to send to a postal voter, send a smaller envelope marked "ballot paper envelope" bearing the number of the ballot paper.

Delivery of postal ballot papers to post office

48.—(1) Envelopes addressed to postal voters shall be counted and forthwith delivered by the returning officer to the nearest head post office, or such other office as may be arranged with the head postmaster, and the postmaster shall stamp with the post office date stamp a form of receipt to be presented by the returning officer stating the number of envelopes so delivered, and shall immediately forward such envelopes for delivery to the persons to whom they are addressed.

(2) At local government elections first-class postage of all such envelopes and all covering envelopes shall be prepaid by the returning officer.

Provision of postal voters' ballot box

49.—(1) The returning officer shall, at the proceedings on the original issue of postal ballot papers, provide a ballot box or ballot boxes for the reception of the covering envelopes when returned by the postal voters.

(2) Every such ballot box shall be shown open and empty to the agents present and shall then be locked by the returning officer and sealed with the seal of the returning officer and the seals of such of the agents as desire to affix their seals in such manner as to prevent its being opened without breaking the seal.

(3) Every such ballot box shall be marked "postal voters' ballot box" and with the name of the constituency or the electoral area for which the election is held.

(4) The returning officer shall make provision for the safe custody of every such ballot box.

Sealing up of special lists and counterfoils

50.—(1) The returning officer, as soon as practicable after the completion of the issue of the postal ballot papers, and in the presence of the agents, shall make up in separate packets—

(*a*) the marked copies of the absent voters list and of the list of postal proxies, and

(*b*) the counterfoils of those ballot papers which were issued,

and shall seal such packets.

(2) The sealed packet containing the marked copies of the absent voters list and of the list of postal proxies may be opened by the returning officer for the purposes of a subsequent issue, and on completion of that issue the copies shall be again made up and sealed in accordance with the last foregoing paragraph.

Spoilt postal ballot paper

51.—(1) If a postal voter has inadvertently dealt with his postal ballot paper in such manner that it cannot be conveniently used as a ballot paper (in these Regulations referred to as "a spoilt postal ballot paper") he may return (either by hand or by post) to the returning officer the spoilt postal ballot paper, the declaration of identity, the ballot paper envelope and the covering envelope.

(2) The returning officer, on receipt of the said documents, shall, unless the documents are received too late for another postal ballot paper to be returned

before the close of the poll, issue another postal ballot paper and the foregoing provisions of this Part of these Regulations, but not sub-paragraph (*b*), (*c*) or (*d*) of paragraph (1) or paragraphs (2) to (8) of Regulation 42 or Regulation 44, shall apply accordingly.

(3) The spoilt postal ballot paper, the declaration of identity and the ballot paper envelope shall be immediately cancelled.

(4) The returning officer, as soon as practicable after cancelling the said documents, shall make up the said documents in a separate packet and shall seal the packet ; and if on any subsequent occasion documents are cancelled as aforesaid, the sealed packet shall be opened and the additional cancelled documents included therein and the packet shall thereupon be again made up and sealed.

Receipt of Postal Ballot Papers

Receipt of covering envelope

52. The returning officer shall, immediately on receipt (whether by hand or by post) of a covering envelope before the close of the poll, place it unopened in a postal voters' ballot box locked and sealed in accordance with Regulation 49.

Opening of postal voters' ballot box

53.—(1) Each postal voters' ballot box shall be opened by the returning officer in the presence of the agents.

(2) So long as the returning officer secures that there is at least one postal voters' ballot box for the reception of covering envelopes up to the time of the close of the poll the other postal voters' ballot boxes may previously be opened by him.

(3) The returning officer shall give each candidate at least forty-eight hours' notice in writing of the time and place of his opening of each postal voters' ballot box and the envelopes contained therein and of the number of agents the candidate may appoint under Regulation 42(2) to be present at each opening.

Opening of covering envelopes

54.—(1) When a postal voters' ballot box has been opened, the returning officer shall count and note the number of covering envelopes, and shall then open each covering envelope separately.

(2) Where a covering envelope does not contain both a declaration of identity and a ballot paper envelope or, there being no ballot paper envelope, a ballot paper, he shall mark the covering envelope "rejected", attach thereto the contents (if any) of the covering envelope and place it in a separate receptacle (hereinafter referred to as "the receptacle for votes rejected") ; and if the covering envelope does not contain the declaration separately, the returning officer shall open the ballot paper envelope to ascertain if the declaration is inside that envelope.

(3) On opening a covering envelope, other than one to which paragraph (2) of this Regulation applies, he shall first satisfy himself that the declaration of identity has been duly signed and authenticated and, if he is not so satisfied, he

shall mark the declaration "rejected", attach thereto the ballot paper envelope or, if there is no such envelope, the ballot paper, and place it in the receptacle for votes rejected :

Provided that before so doing he shall show the declaration to the agents and, if any objection is made by any agent to his decision, he shall add the words "rejection objected to".

(4) Where the number on the declaration of identity duly signed and authenticated agrees with the number on the ballot paper envelope, he shall place the declaration in a separate receptacle (hereinafter referred to as "the receptacle for declarations of identity") and the ballot paper envelope in another separate receptacle (hereinafter referred to as "the receptacle for ballot paper envelopes").

(5) Where there is no ballot paper envelope or the ballot paper envelope has been opened under paragraph (2) of this Regulation, he shall—

(*a*) where the number on the declaration of identity duly signed and authenticated agrees with the number on the ballot paper, place the declaration in the receptacle for declarations of identity and the ballot paper in a ballot box previously shown open and empty to the agents present and locked by the returning officer and sealed with the seal of the returning officer and the seals of such of the agents as desire to affix their seals in such manner as to prevent its being opened without breaking the seal, which shall be subsequently treated as a ballot box for the purpose of rule 41 of the election rules, and

(*b*) where the number on the said declaration does not agree with the number on the ballot paper, mark the declaration "rejected", attach thereto the ballot paper and place it in the receptacle for votes rejected.

(6) Where the number on the declaration of identity duly signed and authenticated does not agree with the number on the ballot paper envelope or that envelope has no number on it, he shall open the envelope and shall—

(*a*) where the number on the declaration agrees with the number on the ballot paper, place the declaration in the receptacle for declarations of identity and the ballot paper in the ballot box referred to in paragraph (5) of this Regulation, and

(*b*) where the number on the declaration does not agree with the number on the ballot paper or there is no ballot paper, mark the declaration "rejected", attach thereto the ballot paper (if any) and place it in the receptacle for votes rejected.

(7) Except for the purposes of ascertaining under paragraph (2) of this Regulation whether a ballot paper envelope contains a declaration of identity or under paragraph (6) of this Regulation whether the number on the declaration agrees with the number on the ballot paper, the returning officer shall not open the ballot paper envelopes before they are opened under Regulation 56.

Sealing up of rejected votes and declarations of identity

55. On the conclusion of the proceedings under Regulation 54 the returning officer shall put the contents of the receptacle for votes rejected and the contents of the receptacle for declarations of identity into two separate packets and shall seal up such packets.

Opening of ballot paper envelopes

56.—(1) After sealing up the said packets the returning officer shall open separately each ballot paper envelope placed in the receptacle for ballot paper envelopes.

(2) Where a ballot paper envelope does not contain a ballot paper, he shall mark the envelope "rejected".

(3) Where the number on the ballot paper envelope agrees with the number on the ballot paper contained therein, he shall place the ballot paper in the ballot box referred to in Regulation 54(5).

(4) Where the number on the ballot paper envelope does not agree with the number on the ballot paper contained therein, he shall mark the ballot paper "rejected" and attach the ballot paper envelope thereto.

(5) He shall put into a separate packet the envelopes and the ballot papers marked "rejected" under the provisions of this Regulation and shall seal up such packet.

Abandoned poll

57. Where a poll is abandoned, or countermanded after postal ballot papers have been issued, by reason of the death of a candidate, the returning officer—

(*a*) shall not take any step or further step to open covering envelopes or deal with their contents in accordance with the provisions of this Part of these Regulations, and

(*b*) shall, notwithstanding Regulation 55 or 56, treat all unopened covering envelopes and the contents of those which have been opened as if they were counted ballot papers.

Forwarding of documents

58.—(1) The returning officer shall forward, in the case of a parliamentary election, to the Clerk of the Crown in Chancery and, in the case of a local government election, to the clerk of the authority to which councillors are to be elected, at the same time as he forwards the documents mentioned in rule 49 of the election rules—

(*a*) any packets referred to in Regulation 50, 51, 55 or 56, subject to the provisions of Regulation 57, endorsing on each packet a description of its contents, the date of the election to which it relates and the name of the constituency or electoral area for which the election was held, and

(*b*) a statement of the number of postal ballot papers issued in such form and giving such other particulars with respect to such papers as the Secretary of State may require.

(2) Where any covering envelopes are received by the returning officer after the close of the poll or any envelopes addressed to postal voters are returned as undelivered too late to be readdressed, or any spoilt postal ballot papers are returned too late to enable other postal ballot papers to be issued, he shall put them unopened into a separate packet, seal up such packet and forward it at a subsequent date in the manner described in paragraph (1) of this Regulation.

(3) Any packet or statement forwarded under this Regulation shall be deemed to have been forwarded in pursuance of the election rules.

(4) A copy of the statement referred to in paragraph (1) of this Regulation shall, in the case of a parliamentary election, be furnished by the returning officer to the Secretary of State.

PART V

SERVICE VOTERS

Service declaration by members of the forces and spouses

59.—(1) A service declaration made by a member of the forces shall be in Form J.

(2) A service declaration made by the spouse of a member of the forces shall be in Form K.

(3) A service declaration made by either a member of the forces or his or her spouse shall be attested by a commissioned officer who is a member of the forces or by an officer of a Government department and shall be transmitted by or on behalf of the declarant to the appropriate registration officer.

Qualification for Crown servant

60. A person employed in the service of the Crown in a post outside the United Kingdom the occupant of which is required to devote his whole time to the duties of that post and the remuneration of which is paid wholly out of moneys provided by Parliament (hereinafter referred to as "a Crown servant") shall have a service qualification.

Service declaration by Crown servants, British Council employees and spouses

61.—(1) A service declaration made by a Crown servant or by a person who is employed by the British Council in a post outside the United Kingdom (hereinafter referred to as "a British Council employee") shall be in Form L.

(2) A service declaration made by the spouse of a Crown servant or of a British Council employee shall be in Form M.

(3) A service declaration made by a person who is or will be a Crown servant or by his or her spouse shall be attested by an officer of or designated by the Government department under which that person or his or her spouse is or will be employed or by another person himself having a service qualification through being employed in the service of the Crown in a post outside the United Kingdom.

(4) A service declaration made by a person who is or will be a British Council employee or by his or her spouse shall be attested by an officer of the British Council or by another person himself having a service qualification through being employed in the service of the Crown in a post outside the United Kingdom.

Transmission of service declaration by Crown servants, British Council employees and spouses

62.—(1) A service declaration made by a person who is or will be a Crown servant or by his or her spouse shall be transmitted by the declarant to the Government department under which that person or his or her spouse is or will be employed or to an officer designated by that department and transmitted by that department or officer to the appropriate registration officer.

(2) A service declaration made by a person who is or will be a British Council employee or by his or her spouse shall be transmitted by the declarant to the British Council and transmitted by the British Council to the appropriate registration officer.

Service declaration by person about to leave the United Kingdom

63. A service declaration made by a person about to leave the United Kingdom in such circumstances as to acquire a service qualification shall be made not more than six weeks before the date on which he expects to leave the United Kingdom.

Proceedings by registration officer on receipt of service declaration

64. Subject to Regulation 65, the registration officer on receipt of a service declaration shall notify the declarant that his declaration has been received.

Invalid service declaration

65.—(1) Where a service declaration does not appear—

(*a*) to be properly made out and attested, or

(*b*) to have been transmitted in the proper manner to the registration officer,

the registration officer shall return the declaration to the declarant and explain his reasons for so doing.

(2) Where the registration officer has been notified by the appropriate Government department or an officer designated by that department or has been notified by the British Council that a person is not entitled to make a service declaration, he shall not enter that person's name in the electors lists and shall notify that person that he has not done so but that that person may make a claim to be so entered.

Evidence as to service declaration

66. The registration officer shall treat a notice from the appropriate Government department or an officer designated by that department or a notice from the British Council that a person is not entitled to make a service declaration or that a person's service declaration has ceased to be in force as conclusive evidence thereof.

PART VI

SUPPLEMENTARY

Appeals

67.—(1) A person desiring to appeal against the decision of a registration officer must give notice of appeal to the registration officer and to the opposite party (if any) when the decision is given, or within fourteen days thereafter, specifying the grounds of appeal.

(2) The registration officer shall forward any such notice to the county court in the manner directed by rules of court together in each case with a statement of the material facts which in his opinion have been established in the case and of his decision upon the whole case and on any point which may be specified as a ground of appeal, and shall also furnish to the court any further information which the court may require and which he is able to furnish.

(3) Where it appears to the registration officer that any notices of appeal given to him are based on similar grounds, he shall inform the county court of the fact for the purpose of enabling the court (if it thinks fit) to consolidate the appeals or select a case as a test case.

(4) Where under section 45(4) and (7) of the Act of 1949 the registration officer makes any alteration in the corrected corrupt and illegal practices list prepared by him which affects the revised list prepared by the clerk of the authority of a local government area, he shall notify the clerk of the alteration and the clerk shall make a similar alteration in the said revised list prepared by him.

Official poll card

68.—(1) The official poll card issued to an elector shall be in Form E.

(2) The official poll card issued to the proxy of an elector shall be in Form F.

Return and declaration of election expenses

69.—(1) The return and declaration of expenses required by section 63 of the Act of 1949 to be authorised by an election agent shall be in Forms X and Y.

(2) The fee for inspecting a return or declaration (including any accompanying documents) specified in section 77(1) of, or paragraph 8(1) of Schedule 6 to, the Act of 1949 (which relate to returns and declarations of election expenses) shall be five shillings.

(3) The price of a copy of any such return, declaration or document shall be at the rate of one shilling for the contents of each side of each page.

Forms

70.—(1) Form A shall be used for the purpose for which it is expressed to be applicable.

(2) The registration officer shall without fee supply a reasonable number of copies of Forms N to W to any person.

(3) The forms set out in Schedule 1 to these Regulations or forms substantially to the like effect may be used with such variations as the circumstances may require.

Sending of notices, etc.

71.—(1) Any application, notice, claim or objection which is required by these Regulations to be made to the registration officer, returning officer or mayor shall be in writing and sent by post or delivered to his office or to the address specified by him for the purpose.

(2) Where the registration officer, returning officer or mayor is required by these Regulations to notify any person, such notification shall be in writing and may be sent by post—

(*a*) in the case of a person other than a service voter, to the address furnished by that person for the purpose of such notification or of any record or, if there is no such address, to the last known place of abode of that person;

(*b*) in the case of a service voter, to any address provided by him for the purpose of such notification or of any record or to the address provided for the purpose by the appropriate Government department or, as the case may be, the British Council.

Publication of documents

72.—(1) Any failure to publish a document in accordance with these Regulations shall not invalidate the document, but this provision shall not relieve the registration officer from any penalty for such a failure.

(2) A document which is made available for inspection in pursuance of these Regulations shall be made available during ordinary business hours.

(3) Where a document is made available for inspection, any person may make a copy of, or take extracts from, such document.

Misnomers

73. No misnomer or inaccurate description of any person or place in any notice, electors list, list of claims or objections, corrupt and illegal practices list, special list or register shall prejudice the operation of that document with respect to that person or place in any case where the description of the person or place is such as to be commonly understood.

Time

74.—(1) Subject to the provisions of the following paragraphs of this Regulation, where the last day of the time allowed by these Regulations for any matter falls on a Sunday, or a day of the Christmas break, of the Easter break or of a bank holiday break, that time shall be extended until the end of the next following day which is not one of the days before mentioned.

(2) In computing for the purposes of Regulations 29, 34 and 36 the period of twelve or fourteen days before the day of the poll at a parliamentary or local government election, as the case may be, a Sunday, or a day of the Christmas break, of the Easter break or of a bank holiday break shall be disregarded.

(3) In this Regulation "the Christmas break", "the Easter break" and "a bank holiday break" have the same meanings as in rule 2 of the parliamentary or local elections rules, as the case may be, except that in paragraph (1) of this Regulation a bank holiday means a day which is a bank holiday under the Bank Holidays Act 1871(**a**) in England and Wales.

Penalties

75.—(1) If any person fails to comply with or gives false information in pursuance of any such requisition of the registration officer as is mentioned in Regulation 25, he shall be liable on summary conviction to a fine not exceeding £50.

(2) If any person without lawful authority destroys, mutilates, defaces or removes any notice published by the registration officer in connection with his registration duties or any copies of a document which have been made available for inspection in pursuance of those duties, he shall be liable on summary conviction to a fine not exceeding £20.

James Callaghan,

One of Her Majesty's Principal Secretaries of State.

Home Office,
Whitehall.
2nd June 1969.

(**a**) 1871 c. 17.

SCHEDULE 1

FORMS

Forms for use by registration officers

FORM A: RETURN BY OCCUPIER AS TO RESIDENTS

Regulation 70

REPRESENTATION OF THE PEOPLE ACTS

REGISTER OF ELECTORS 19

Qualifying date: 10th October 19 . Register in force for twelve months from 16th February 19 .

I have to compile and publish an up-to-date Register of Electors for 19 . To do so, I need information which you, as Occupier, are obliged by law to supply. Please complete this form accurately and return it to me now—there is no need to wait until the qualifying date before doing so. You should also complete the form even though you intend to move house some time after the qualifying date.

Registers of Electors are needed so that everyone who is entitled to vote at parliamentary or local elections may do so. A person whose name does not appear in the Register cannot vote.

The notes within tell you how to fill up the form, but if you need any further help, I shall be glad to give it.

The Electoral Registration Officer.

Please complete parts 1, 2 and 3 and sign the declaration (part 4)

Part 1. Address

No. of flat, room or floor (where applicable)	No. of house (or name if it is not numbered)	Name of street or road	Parish or town: postal district or postcode (if any)

Part 2. Residents eligible to be included (*see* Notes 1 and 2)

If there are none, please write "None"

Surname and title (Mr., Mrs., etc.) (BLOCK LETTERS) Occupier's name first	Full Christian names or forenames (BLOCK LETTERS)	If aged 18 on or before 16th February 19 enter a ✓ in this column.	If 18th birthday is after 16th February 19 and on or before the following 15th February give date of birth (see note 1)	If a merchant seaman enter "M." (see note 1(*e*))
.....	.....	.....	.....	.....
.....	.....	.....	.....	.....
.....	.....	.....	.....	.....
.....	.....	.....	.....	.....
.....	.....	.....	.....	.....
.....	.....	.....	.....	.....
.....	.....	.....	.....	.....
.....	.....	.....	.....	.....
.....	.....	.....	.....	.....
.....	.....	.....	.....	.....

Part 3. Other residents

Is any part of your house/flat separately occupied by persons not entered above? Answer Yes or No

Part 4. Declaration

I declare that to the best of my knowledge and belief—

(*a*) the particulars given above are true and accurate;

(*b*) all those whose names are entered above are British subjects or citizens of the Irish Republic and are over 18 or will attain their 18th birthday on or before 15th February 19 .

Signature..... Date.....

NOTES

1. You should enter every British subject (Commonwealth citizens are British subjects) or citizen of the Irish Republic who will be resident at your address on 10th October 19 and who is 18 years of age or over on 16th February next or whose 18th birthday is after 16th February next and on or before the following 15th February (people in this age-group can vote at elections held on or after the date of their 18th birthday).

You should include—

(*a*) Those who normally live at your address but are temporarily away, e.g. on holiday, as a student or in hospital (including informal patients in psychiatric hospitals);

(*b*) Resident guests, other than short-stay visitors;

(*c*) Lodgers and resident domestics;

(*d*) Any person who is away working, unless his absence will be for more than six months;

(*e*) Merchant seamen. Enter "M." against the name of a merchant seaman. He will then be invited to appoint a proxy to vote for him, or to vote by post. A merchant seaman may be included if he would have been resident at an address (including a hostel or club for merchant seamen) but for the nature of his occupation;

(*f*) Reservists called up for service or training.

2. Do not enter—

(*a*) Members of H.M. Forces

(*b*) Crown servants employed outside the United Kingdom

(*c*) Persons employed by the British Council in posts outside the United Kingdom

(*d*) Wives or husbands of members of H.M. Forces, of Crown servants or of British Council Staff employed outside the United Kingdom if they are living abroad to be with their husbands or wives, as the case may be

Their names will be included in the Register if they have made the necessary service declaration; to do this they should apply to their Service or Department or the British Council

(*e*) Aliens.

Regulation 12

FORM B: NOTICE AS TO PUBLICATION OF A DRAFT REGISTER OF ELECTORS AND MAKING OF CLAIMS AND OBJECTIONS

REPRESENTATION OF THE PEOPLE ACTS

DRAFT REGISTER OF ELECTORS

WHAT THE DRAFT REGISTER IS FOR

1. The register of electors for the twelve months beginning on 16th February next will be based on the draft register. Unless your name is on the register of electors you will not be able to vote at parliamentary or local government elections. To make sure that you will be on the new register and able to vote you should therefore look at the draft register to see that your name is included on it.

HOW TO FIND YOUR NAME IN THE DRAFT REGISTER

2. Before you can trace your name in the draft register you must know in which polling district you live. If you do not know, ask whether an index of streets is available showing where your address appears in the register.

WHAT TO DO IF YOU FIND THAT YOUR NAME IS NOT ON THE DRAFT REGISTER

3. If your name is not on the draft register and you think it ought to be, you should submit a claim to the electoral registration officer before 16th December on a form which he will give you.

4. Your name ought to be on the register if you are over 18 now, or your 18th birthday is not later than 15th February in the year after next, and

either (i) you were resident at an address in the constituency on 10th October last,

or (ii) you had, as a service voter, made a service declaration on or before 10th October last in respect of an address in the constituency.

OBJECTIONS TO OR ALTERATION OF ENTRIES

5. A request for the alteration of any entry, or an objection to the inclusion of any other person's name, should be submitted to the electoral registration officer before 16th December on a form which he will give you.

JURY SERVICE

6. Some names in the draft register have the letter J printed against them. This relates to jury service. An explanation is given in the headnotes to the draft register.

Signature .....
Electoral Registration Officer

Address .....

.....

.....

Date.....

FORM C: NOTICE AS TO PUBLICATION OF THE ELECTORS LISTS AND MAKING OF CLAIMS AND OBJECTIONS

Regulation 12

REPRESENTATION OF THE PEOPLE ACTS

ELECTORS LISTS

WHAT THE LISTS ARE FOR

1. The register of electors for the twelve months beginning on 16th February next will be based on these electors lists. Unless your name is on the register of electors you will not be able to vote at parliamentary or local government elections. To make sure that you will be on the new register and able to vote you should therefore look at these lists.

HOW TO FIND YOUR NAME IN THE LISTS

2. Before you can trace your name in the lists you must know in which polling district you live. If you do not know, ask whether an index of streets is available showing where your address appears in the register.

3. There are three lists, marked A, B and C.

List A is the register for the present year.

List B shows the names which will be added to it next year.

List C shows the names which will be removed from it next year.

(i) Look at List A first.

(ii) If your name is in List A, look at List C. If your name is not in List C, then it will be included in the new register, and you will be able to vote.

(iii) If your name is not in List A, look at List B. If your name is in List B, then it will be included in the new register, and you will be able to vote.

WHAT TO DO IF YOU FIND THAT YOUR NAME WILL NOT BE ON THE REGISTER

4. If you think your name ought to be on the register, you should submit a claim to the electoral registration officer before 16th December on a form which he will give you.

5. Your name ought to be on the register if you are over 18 now, or your 18th birthday is not later than 15th February in the year after next, and

either (i) you were resident at an address in the constituency on 10th October last,

or (ii) you had, as a service voter, made a service declaration on or before 10th October last in respect of an address in the constituency.

OBJECTIONS TO OR ALTERATION OF ENTRIES

6. A request for the alteration of any entry, or an objection to the inclusion of any other person's name, should be submitted to the electoral registration officer before 16th December on a form which he will give you.

JURY SERVICE

7. Some names in the lists have the letter J printed against them. This relates to jury service. An explanation is given in the headnotes to the lists.

Signature .....
Electoral Registration Officer

Address .....
.....
.....

Date .....

Regulation 33

FORM D: PROXY PAPER

REPRESENTATION OF THE PEOPLE ACTS

Constituency.....

Polling District.....

Local government electoral area(s).....

.....

(Name of proxy).....

(Address) .....

.....

.....

is hereby appointed as proxy for

(Name of elector).....

who is qualified as a $\frac{\text{*service voter}}{\text{resident}}$ to be registered for

(Qualifying address).....

.....

*Delete whichever is inapplicable

to vote for *him/her at $\frac{\text{*the parliamentary election for the above constituency on .....}}{\text{*any election for the above parliamentary constituency or local government electoral area(s) (}\textit{see}\text{ Note 1)}}$

This proxy appointment is not valid until.....

Signature .....
Electoral Registration Officer

Address.....

.....

.....

Date.....

NOTES

1. If your appointment as proxy is for a particular parliamentary election, it will be valid for that election only. In other cases your appointment will continue in force until the electoral registration officer informs you to the contrary (e.g. because the elector cancels it).

If the elector is shown on this form as a resident, your appointment will be valid for all parliamentary and local government elections for the constituency and local government electoral area(s) named above, but not for rural borough or parish council elections.

If the elector is shown on this form as a service voter, your appointment will be valid for all parliamentary and local government elections for the constituency and local government electoral area(s) named above (including rural borough and parish council elections) unless the elector applies to vote by post at a particular parliamentary election. If he does this, your appointment will be suspended for that election only and you will be so informed.

If a ballot paper is issued to the elector at the polling station before you apply for a ballot paper on his behalf, you will not be entitled to vote as proxy.

2. To vote as proxy at an election you must go in person to the polling station for the elector's qualifying address, except that you may apply to vote by post as proxy if either—

(*a*) you are entitled to vote by post in respect of your own vote at the election, or

(*b*) in the case of a parliamentary election only, your address is not in the same borough and constituency as the address for which the elector is registered, or is not within the same urban district, rural borough or parish as that address.

Any application to vote by post as proxy should be made on Form V which may be obtained from the electoral registration officer.

3. It is an offence to vote, whether in person or by post, as proxy for some other person if you know that that person is subject to a legal incapacity to vote, e.g. if that person has been convicted and is detained in a penal institution in pursuance of his sentence.

Forms for use by returning officers

Regulation 68.

FORM E: ELECTOR'S OFFICIAL POLL CARD

REPRESENTATION OF THE PEOPLE ACTS

Front of card

OFFICIAL POLL CARD

Constituency

.....

Polling Day.....

Your polling station will be

.....

Number on Register .....

Name .....

Address .....

.....

.....

.....

Back of card

PARLIAMENTARY ELECTION

The poll will be open from 7 a.m. to 10 p.m.

The address of your polling station is shown on the front of this card.

When you go to the polling station tell the clerk your name and address, as shown on the front of this card. The presiding officer will give you a ballot paper; see that he stamps the official mark on it before he gives it to you.

Mark your vote on the ballot paper secretly in one of the voting compartments. Put one X in the space to the right opposite the name of the candidate for whom you wish to vote. You may vote for only one candidate. If you put any other mark on the ballot paper, your vote may not be counted.

Then fold the ballot paper so as to conceal your vote, show the official mark on the back to the presiding officer and put the paper into the ballot box.

If you spoil the ballot paper by mistake do not destroy it; give it back to the presiding officer and ask for another.

ISSUED BY THE RETURNING OFFICER

FORM F: PROXY'S OFFICIAL POLL CARD

Regulation 68

REPRESENTATION OF THE PEOPLE ACTS

Front of card

PROXY'S OFFICIAL POLL CARD

Proxy's name .....

Proxy's address.....

.....

Back of card

PARLIAMENTARY ELECTION

.....CONSTITUENCY

Polling day .....

The poll will be open from 7 a.m. to 10 p.m.

The elector named below whose proxy you are is entitled to vote at the polling station—

.....

.....

To vote as proxy you must go to that polling station. Tell the clerk that you wish to vote as proxy; give the name and qualifying address of the elector, as follows:—

Number on Register.....

Name.....

Address.....

.....

The presiding officer will give you the elector's ballot paper. The method of voting as proxy is the same as for casting your own vote.

It is an offence to vote as proxy for some other person if you know that that person is subject to a legal incapacity to vote, e.g. if that person has been convicted and is detained in a penal institution in pursuance of his sentence.

ISSUED BY THE RETURNING OFFICER

Regulation 38.

FORM G: CERTIFICATE OF EMPLOYMENT

REPRESENTATION OF THE PEOPLE ACTS

ELECTION IN THE

.....
CONSTITUENCY/LOCAL GOVERNMENT ELECTORAL AREA

I certify that (name).....
who is numbered.....in the register of electors for the constituency/electoral area named above, is likely to be unable to go in person to the polling station allotted to him at the election on (date of poll).....
.....by reason of the particular circumstances of his employment on that date—

*Delete whichever is inapplicable.

*(*a*) as a constable,

*(*b*) by me for a purpose connected with the election.

Signature .....
*Mayor/Returning Officer/Police Officer (Inspector or above)

Date.....

Note.—The person named above is entitled to vote at any polling station of the above constituency/electoral area on production and surrender of this certificate to the presiding officer.

FORM H: DECLARATION OF IDENTITY

Regulation 41.

REPRESENTATION OF THE PEOPLE ACTS

Front of form

Ballot Paper No.....

I hereby declare that I am the person to whom the ballot paper numbered as above was sent.

Voter's signature (or mark).....

The voter, who is personally known to me, has signed (or marked) this declaration in my presence.

Witness's signature.....

SEE INSTRUCTIONS ON THE BACK OF THIS FORM

Back of form

INSTRUCTIONS TO THE VOTER

1. You must sign (or mark) the declaration of identity in the presence of a person known to you.

2. You may vote for not more than.....candidate[s].

3. Place a cross (X) on the right-hand side of the ballot paper opposite the name[s] of the candidate[s] for whom you vote. Do this secretly: if you cannot vote without assistance, the person assisting you must not disclose how you have voted.

4. Put the ballot paper in the small envelope marked "A" and seal it. Then put the envelope marked "A", together with this declaration of identity, in the larger envelope marked "B". Return it without delay. The ballot paper, in order to be counted, must be received by the returning officer not later than the close of the poll.

5. If you receive more than one ballot paper, remember that it is illegal to vote more than once (otherwise than as proxy) at the same election.

6. At this election you cannot vote in person at a polling station, even if you receive an official poll card.

7. If you inadvertently spoil your postal ballot paper, you can apply to the returning officer for another one. With your application you must return, in a fresh envelope, the spoilt ballot paper, the declaration of identity and the envelopes marked "A" and "B". Remember that there is little time available if a fresh postal ballot paper is to be counted.

Forms for use by service voters

Regulation 59.

FORM J: SERVICE DECLARATION AND APPLICATION FOR APPOINTMENT OF PROXY BY A MEMBER OF THE FORCES

REPRESENTATION OF THE PEOPLE ACTS

REGISTER OF ELECTORS 19

Qualifying date: 10th October 19 .

Register in force for twelve months from 16th February 19 .

Part 1.

Surname .....
(BLOCK LETTERS)

Other names.....
(BLOCK LETTERS)

Service (R.N., Army, R.A.F., etc.).....Regiment or Corps.....

Rank or Rating.....Service No.....

Present Service address.....

.....

I HEREBY DECLARE—

(1) that I am a British subject or citizen of the Republic of Ireland;

(2) that—

*(*a*) I shall be 18 years of age or over on 16th February 19 ;

OR

*Delete whichever is inapplicable.

*(*b*) (*if 18th birthday is after 16th February 19 and on or before the following 15th February*)

my 18th birthday is on

Day	Month	Year
:	:	

(3) that I reside, or but for my service would reside, in the United Kingdom, and—

*(*a*) reside, or but for my service would reside, at (full postal address in block letters).....

.....

.....

OR

*(*b*) (*if the declarant cannot give any such address*) have resided in the United Kingdom at (full postal address in block letters)

.....

.....

.....

I HEREBY CANCEL any previous declaration made by me.

Signature of declarant.....Date.....

Signature and Rank of attesting officer (*see* Note 3).....

NOTES

1. This declaration is to be made with a view to registration in the register of electors which will be in force for twelve months from 16th February 19 and with reference to your circumstances on the qualifying date for that register, i.e. 10th October 19 .

2. The declaration is to be made during the twelve months ending with the qualifying date.

3. The declaration must be attested by a commissioned officer or by an officer of a Government Department.

4. When completed and attested, this form should be sent to the Electoral Registration Officer.

Part 2. Regulation 31.

PROXY APPOINTMENT

(While you are outside the United Kingdom you can vote only by proxy.)

I HEREBY CANCEL ANY PREVIOUS PROXY APPOINTMENT AND APPLY FOR THE APPOINTMENT AS MY PROXY OF—

Names of first choice.....
(BLOCK LETTERS)

Postal address.....
(BLOCK LETTERS)

.....

Relationship, if any, to elector.....

OR IF HE OR SHE IS UNWILLING OR UNABLE TO BE APPOINTED

Names of second choice.....
(BLOCK LETTERS)

Postal address.....
(BLOCK LETTERS)

.....

Relationship, if any, to elector.....

Signature..... Date.....

NOTES

1. A person to vote as proxy must be a British subject or citizen of the Republic of Ireland, of voting age and not subject to any legal incapacity to vote. A proxy appointed in consequence of this application will be entitled to vote for you at all parliamentary and local government elections.

2. If the address in paragraph (3) of Part 1 is the same as that in your previous declaration (if any), you need not apply for the appointment of a proxy unless you want to appoint a different one; the previous appointment will remain valid. If, however, the address is different, you will need to apply afresh for the appointment of a proxy.

3. If at any time you wish to cancel the appointment of your proxy, you should notify the Electoral Registration Officer.

Regulation 59

FORM K: SERVICE DECLARATION AND APPLICATION FOR APPOINTMENT OF PROXY BY THE SPOUSE OF A MEMBER OF THE FORCES

REPRESENTATION OF THE PEOPLE ACTS

REGISTER OF ELECTORS 19

Qualifying date: 10th October 19 .

Register in force for twelve months from 16th February 19 .

Part 1.

Surname .....
(BLOCK LETTERS)

Other names.....
(BLOCK LETTERS)

Other names of *husband/wife.....

Service (R.N., Army, R.A.F., etc.).....Regiment or Corps.....

Rank or Rating.....Service No.....

Present address of *husband/wife.....
.....

I HEREBY DECLARE

(1) that I am a British subject or citizen of the Republic of Ireland;

(2) that—

*(*a*) I shall be 18 years of age or over on 16th February 19 ;

OR

*Delete whichever is inapplicable.

*(*b*) (*if 18th birthday is after 16th February* 19 *and on or before the following 15th February*)

my 18th birthday is on

Day	Month	Year
:	:	

(3) that I reside, or expect to go abroad within six weeks (*see* Note 2) to reside, outside the United Kingdom to be with my *husband/wife who is a member of the forces;

(4) that but for my *husband's/wife's service I would be residing in the United Kingdom, and—

*(*a*) would be residing at (full postal address in block letters)
.....
.....

OR

*(*b*) (*if the declarant cannot give any such address*) have resided in the United Kingdom at (full postal address in block letters)
.....
.....
.....

I HEREBY CANCEL any previous declaration made by me.

Signature of declarant.....Date.....

Signature and Rank of attesting officer (*see* Note 3).....

NOTES

1. This declaration is to be made with a view to registration in the register of electors which will be in force for twelve months from 16th February 19 and with reference to your circumstances on the qualifying date for that register, i.e. 10th October 19 .

2. The declaration is to be made during the twelve months ending with the qualifying date, but a person about to leave the United Kingdom must not make it more than six weeks before the expected date of departure.

3. The declaration must be attested by a commissioned officer or by an officer of a Government Department.

4. When completed and attested this form should be sent to the Electoral Registration Officer.

Part 2.

Regulation 31.

PROXY APPOINTMENT

(While you are outside the United Kingdom you can vote only by proxy.)

I HEREBY CANCEL ANY PREVIOUS PROXY APPOINTMENT AND APPLY FOR THE APPOINTMENT AS MY PROXY OF—

Names of first choice.....
(BLOCK LETTERS)

Postal address.....
(BLOCK LETTERS)
.....

Relationship, if any, to elector.....

OR IF HE OR SHE IS UNWILLING OR UNABLE TO BE APPOINTED

Names of second choice.....
(BLOCK LETTERS)

Postal address.....
(BLOCK LETTERS)
.....

Relationship, if any, to elector.....

Signature..... Date.....

NOTES

1. A person to vote as proxy must be a British subject or citizen of the Republic of Ireland, of voting age and not subject to any legal incapacity to vote. A proxy appointed in consequence of this application will be entitled to vote for you at all parliamentary and local government elections.

2. If the address in paragraph (4) of Part 1 is the same as that in your previous declaration (if any) you need not apply for the appointment of a proxy unless you want to appoint a different one; the previous appointment will remain valid. If, however, the address is different, you will need to apply afresh for the appointment of a proxy.

3. If at any time you wish to cancel the appointment of your proxy, you should notify the Electoral Registration Officer.

Regulation 61.

FORM L: SERVICE DECLARATION AND APPLICATION FOR APPOINTMENT OF PROXY BY A CROWN SERVANT OR BY A PERSON EMPLOYED BY THE BRITISH COUNCIL

REPRESENTATION OF THE PEOPLE ACTS

REGISTER OF ELECTORS 19 .

Qualifying date: 10th October 19 .

Register in force for twelve months from 16th February 19 .

Part 1.

Surname .....
(BLOCK LETTERS)

Other names.....
(BLOCK LETTERS)

I HEREBY DECLARE—

(1) that I am a British subject or citizen of the Republic of Ireland;

(2) that—

*(*a*) I shall be 18 years of age or over on 16th February 19 ;

OR

*(*b*) (*if 18th birthday is after 16th February* 19 *and on or before the following 15th February*)

my 18th birthday is on

Day	Month	Year
	:	:

*Delete whichever is inapplicable.

(3) that I am employed, or leaving the United Kingdom to take up employment (*see* Note 2), in the service of the *Crown/British Council—

Description of post.....
Name of Government Department under which you are employed (if applicable).....
Present address.....
.....

(4) that but for my service abroad I would be residing in the United Kingdom, and—

*(*a*) would be residing at (full postal address in block letters).....
.....
.....

OR

*(*b*) (*if the declarant cannot give any such address*) have resided in the United Kingdom at (full postal address in block letters)
.....
.....
.....

I HEREBY CANCEL any previous declaration made by me.

Signature of declarant.....Date.....

Signature of person attesting (*see* Note 3).....

Rank or official position.....

NOTES

1. This declaration is to be made with a view to registration in the register of electors which will be in force for twelve months from 16th February 19 and with reference to your circumstances on the qualifying date for that register, i.e. 10th October 19 .

2. The declaration is to be made during the twelve months ending with the qualifying date, but a person about to leave the United Kingdom must not make it more than six weeks before the expected date of departure.

3. The declaration must be attested by an officer of, or designated by, the Government Department under which you are employed, or, as the case may be, by an officer of the British Council, or by another person who has a service qualification through being employed in the service of the Crown in a post outside the United Kingdom.

4. This form when completed and attested should be returned to the Government Department under which you are employed or to an officer designated by that Department or to the British Council as the case may be.

Part 2. Regulation 31.

PROXY APPOINTMENT

(While you are outside the United Kingdom you can vote only by proxy.)

I HEREBY CANCEL ANY PREVIOUS PROXY APPOINTMENT AND APPLY FOR THE APPOINTMENT AS MY PROXY OF—

Names of first choice.....
(BLOCK LETTERS)

Postal address.....
(BLOCK LETTERS)

.....

Relationship, if any, to elector.....

OR IF HE OR SHE IS UNWILLING OR UNABLE TO BE APPOINTED

Names of second choice.....
(BLOCK LETTERS)

Postal address.....
(BLOCK LETTERS)

.....

Relationship, if any, to elector.....

Signature..... Date.....

NOTES

1. A person to vote as proxy must be a British subject or citizen of the Republic of Ireland, of voting age and not subject to any legal incapacity to vote. A proxy appointed in consequence of this application will be entitled to vote for you at all parliamentary and local government elections.

2. If the address in paragraph (4) of Part 1 is the same as that in your previous declaration (if any) you need not apply for the appointment of a proxy unless you want to appoint a different one; the previous appointment will remain valid. If, however, the address is different, you will need to apply afresh for the appointment of a proxy.

3. If at any time you wish to cancel the appointment of your proxy, you should notify the Electoral Registration Officer.

Regulation 61.

FORM M: SERVICE DECLARATION AND APPLICATION FOR APPOINTMENT OF PROXY BY THE SPOUSE OF A CROWN SERVANT OR OF A PERSON EMPLOYED BY THE BRITISH COUNCIL

REPRESENTATION OF THE PEOPLE ACTS

REGISTER OF ELECTORS 19 .

Qualifying date: 10th October 19 .

Register in force for twelve months from 16th February 19 .

Part 1.

Surname .....
(BLOCK LETTERS)

Other names.....
(BLOCK LETTERS)

Other names of *husband/wife.....

I HEREBY DECLARE—

(1) that I am a British subject or citizen of the Republic of Ireland;

(2) that—

*(*a*) I shall be 18 years of age or over on 16th February 19 ;

OR

*(*b*) (*if 18th birthday is after 16th February* 19 *and on or before the following 15th February*)

my 18th birthday is on

Day	Month	Year
:	:	

*Delete whichever is is inapplicable.

(3) that I reside, or expect to go abroad within six weeks (*see* Note 2) to reside, outside the United Kingdom to be with my *husband/wife, who is employed, or is leaving the United Kingdom to take up employment, in the service of the *Crown/British Council—

Description of *husband's/wife's post.....
Name of Government Department under which *husband/wife employed (if applicable).....
Present address of *husband/wife.....
.....

(4) that but for my *husband's/wife's service I would be residing in the United Kingdom, and—

*(*a*) would be residing at (full postal address in block letters)
.....
.....

OR

*(*b*) (*if the declarant cannot give any such address*) have resided in the United Kingdom at (full postal address in block letters)
.....
.....
.....

I HEREBY CANCEL any previous declaration made by me.

Signature of declarant.....Date.....

Signature of person attesting (*see* Note 3).....

Rank or official position.....

NOTES

1. This declaration is to be made with a view to registration in the register of electors which will be in force for twelve months from 16th February 19 and with reference to your circumstances on the qualifying date for that register, i.e. 10th October 19 .

2. The declaration is to be made during the twelve months ending with the qualifying date, but a person about to leave the United Kingdom must not make it more than six weeks before the expected date of departure.

3. The declaration must be attested by an officer of, or designated by, the Government Department under which your husband or wife is employed, or, as the case may be, by an officer of the British Council, or by another person who has a service qualification through being employed in the service of the Crown in a post outside the United Kingdom.

4. This form when completed and attested should be returned to the Government Department under which your husband or wife is employed or to an officer designated by that Department or to the British Council as the case may be.

Part 2. Regulation 31.

PROXY APPOINTMENT

(While you are outside the United Kingdom you can vote only by proxy.)

I HEREBY CANCEL ANY PREVIOUS PROXY APPOINTMENT AND APPLY FOR THE APPOINTMENT AS MY PROXY OF—

Names of first choice.....
(BLOCK LETTERS)

Postal address.....
(BLOCK LETTERS)

.....

Relationship, if any, to elector.....

OR IF HE OR SHE IS UNWILLING OR UNABLE TO BE APPOINTED

Names of second choice.....
(BLOCK LETTERS)

Postal address.....
(BLOCK LETTERS)

.....

Relationship, if any, to elector.....

Signature.....Date .....

NOTES

1. A person to vote as proxy must be a British subject or citizen of the Republic of Ireland, of voting age and not subject to any legal incapacity to vote. A proxy appointed in consequence of this application will be entitled to vote for you at all parliamentary and local government elections.

2. If the address in paragraph (4) of Part 1 is the same as that in your previous declaration (if any), you need not apply for the appointment of a proxy unless you want to appoint a different one; the previous appointment will remain valid. If, however, the address is different, you will need to apply afresh for the appointment of a proxy.

3. If at any time you wish to cancel the appointment of your proxy, you should notify the Electoral Registration Officer.

Regulation 29.

FORM N: APPLICATION BY A SERVICE VOTER IN THE UNITED KINGDOM TO VOTE BY POST

REPRESENTATION OF THE PEOPLE ACTS

I, (Surname).....
(BLOCK LETTERS)

(Other names) .....
(BLOCK LETTERS)

(Rank or Rating) .....(Service No.).....

am registered as a service voter for

.....
(Give the qualifying address which you gave on your service declaration)

and I apply for a ballot paper for the coming parliamentary election to be sent to me at

.....

.....
(Give full postal address in block letters)

Signature..... Date.....

NOTES

1. If you have changed your name since completing your service declaration, put your former name in brackets after your present name.

2. You should send this application to the Electoral Registration Officer at the address stated on his acknowledgment of your service declaration.

Forms for use by other persons

FORM O: FORM OF CLAIM TO BE REGISTERED AS AN ELECTOR

Regulation 14.

REPRESENTATION OF THE PEOPLE ACTS

(If this form is sent to the Electoral Registration Officer by post, postage must be prepaid.)

Constituency of.....

To the Electoral Registration Officer

Qualifications for Registration

For parliamentary and local government electors, residence on 10th October last; a service voter must have made a service declaration on or before that date.

The person must be a British subject or citizen of the Republic of Ireland; and he must be 18 years of age or over on 16th February next, or after 16th February next and on or before the following 15th February (people in this latter age group can vote at elections held on or after the date of their 18th birthday).

Note. Any false declaration made by a person for the purpose of this claim will render such person liable to a penalty.

1. Surname and title (Mr., Mrs., etc.) (BLOCK LETTERS).....Other names (BLOCK LETTERS).....
2. Full postal address (in BLOCK LETTERS) of premises for which claimant claims to be qualified to be registered
   No. or Name.....
   Street or road.....
   Parish or town: postal district or postcode (if any).....
   .....
3. (*a*) Will the claimant be 18 years of age or over on 16th February next? (Yes or No).....
   (*b*) If not, give date of birth.....
4. (*a*) Was claimant resident at the said address on 10th October last? (Yes or No).....
   (*b*) Had claimant made a service declaration by 10th October last? (Yes or No).....
   (*c*) Was claimant a merchant seaman on 10th October last? (Yes or No).....

DECLARATION

The particulars above are true and correct in all respects. The claimant is a British subject or citizen of the Republic of Ireland; and he claims the parliamentary and/or local government franchise to which such particulars entitle him.

Signature of claimant or person making claim on behalf of claimant

.....

Address of person making claim (if not the claimant)

.....

.....

Date.....

Regulation 14.

FORM P: FORM OF OBJECTION TO AN ENTRY IN THE ELECTORS LISTS

REPRESENTATION OF THE PEOPLE ACTS

(If this form is sent to the Electoral Registration Officer by post, postage must be prepaid.)

1. *Form of objection* (*parliamentary electors*)

To the Electoral Registration Officer for the constituency of.....

I hereby give you notice that I object to the entry of*.....

.....

.....

.....

as a parliamentary elector [in accordance with the claim made in that behalf]†

The grounds of my objection are.....

.....

.....

.....

I am entered in the electors lists as a parliamentary elector for the above constituency as follows‡:—

.....

.....

Signature .....

Address .....

Date.....

*Here insert extract from printed electors lists, stating registration unit, or name and address as given in claim.

†Delete if inapplicable.

‡Here insert extract from printed electors lists, stating registration unit.

2. *Form of objection* (*local government electors*)

To the Electoral Registration Officer for.....

I hereby give notice that I object to the entry of*.....

.....

.....

as a local government elector for [all] [the following] local government area[s] [in accordance with the claim made in that behalf]†.....

.....

The grounds of my objection are.....

.....

.....

.....

I am entered in the lists of local government electors for the above area[s] as follows‡.....

.....

Signature .....

Address .....

Date.....

*Here insert extract from printed electors lists, stating registration unit, or name and address as given in claim.

†Delete if inapplicable

‡Here insert extract from printed electors lists, stating registration unit.

FORM Q: APPLICATION TO BE TREATED AS AN ABSENT VOTER FOR AN INDEFINITE PERIOD OWING TO OCCUPATION OR PHYSICAL INCAPACITY

Regulation 29.

REPRESENTATION OF THE PEOPLE ACTS

(1) I, (Surname).....
(BLOCK LETTERS)
(Other names).....
(BLOCK LETTERS)
am qualified to be registered as an elector for (address in full in block letters)
.....
.....

(2) I apply to be treated as an absent voter at parliamentary and local government elections because I am likely to be unable to go in person to the polling station (or, where (*c*) or (*d*) below applies, to vote unaided)—

*(*a*) by reason of the general nature of my occupation, service or employment as
.....
(Give full reasons for application)

*(*b*) by reason of the general nature of the occupation, service or employment of my *husband/wife as
.....
and my resulting absence from my qualifying address until.....
(insert likely date of return) to be with my *husband/wife

*(*c*) by reason of blindness† (in respect of which I have been registered as a blind person by the.....
.....Council)

*(*d*) by reason of physical incapacity (*see* Note 2).

*Delete whichever is inapplicable.

†If the applicant is not registered as a blind person delete the words in brackets and ask a medical practitioner to complete the certificate below.

Signature..... Date.....

Address in the United Kingdom (in block letters) to which ballot paper is to be sent (if different from address given above)
.....
.....

MEDICAL CERTIFICATE

I certify—

(*a*) that the statement at (2) above is correct;

(*b*) that the applicant's inablility is likely to continue for.....
months/indefinitely*.

*It is important to indicate which alternative applies.

Signature .....

Address.....

.....

Date.....

NOTES

1. This application, if allowed, will continue in force until you cancel it or cease to be registered for your present qualifying address or become registered in a different capacity or until the Electoral Registration Officer gives you notice to the contrary. This application will be valid for all parliamentary and local government elections at which you are entitled to vote except rural borough and parish council elections. A separate application should be made for each qualifying address.

2. Where the ground of the application is blindness or other physical incapacity, the certificate above should be completed by a doctor (or by a Christian Science practitioner), unless you are registered as a blind person.

3. If the ground of the application is the nature of your occupation, service or employment (or that of your husband or wife) and you are likely to be at sea or out of the United Kingdom at the time of an election, you may apply to have a proxy appointed to vote for you. If so, apply on Form U which may be obtained from the Electoral Registration Officer.

4. If you have been appointed proxy for an elector in the same parliamentary constituency or local government electoral area, you may apply on Form V to vote as such by post, but not if you yourself have a proxy appointed for you.

Form V may be obtained from the Electoral Registration Officer.

5. Any change of the address to which ballot papers are to be sent should be notified promptly to the Electoral Registration Officer. If you wait until an election occurs, you may be too late.

FORM R: APPLICATION TO VOTE BY POST OWING TO CHANGE OF RESIDENCE

Regulation 29.

REPRESENTATION OF THE PEOPLE ACTS

I, (Surname).....
(BLOCK LETTERS)
(Other names).....
(BLOCK LETTERS)
am qualified to be registered as an elector for (old address in full in block letters)
.....
.....
.....

I apply to be treated as an absent voter at parliamentary elections because I no longer reside there. My new address is (new address in full in block letters)
.....
.....
.....

Signature..... Date.....

NOTES

1. This application, if allowed, will continue in force for all parliamentary elections so long as you remain registered for your old address.

2. Temporary absence, e.g. on holiday, does NOT constitute a change of residence.

3. This application cannot be allowed if the address at which you now reside is in the same borough and constituency as the address for which you are registered, or within the same urban district, rural borough or parish.

4. If you have been appointed proxy for an elector you may apply on Form V to vote as such by post at parliamentary elections. Form V may be obtained from the Electoral Registration Officer.

Regulation 29.

FORM S: APPLICATION TO BE TREATED AS AN ABSENT VOTER FOR A PARTICULAR ELECTION

REPRESENTATION OF THE PEOPLE ACTS

I, (Surname).....
(BLOCK LETTERS)

(Other names).....
(BLOCK LETTERS)

am qualified to be registered as an elector for (address in full in block letters)
.....
.....

and I apply to be treated as an absent voter at the coming parliamentary/local government election (*see* Note 1)
in .....
constituency/local government electoral area because I am likely to be unable to go in person to the polling station allotted to me, owing to—

*(*a*) my service in one of Her Majesty's reserve or auxiliary forces (*see* Note 2)
.....;

*(*b*) my employment on polling day
* (i) as a constable;
*(ii) by the returning officer or mayor in connection with the election in.....
constituency/local government electoral area;

*Delete whichever is inapplicable.

*(*c*) my being bound to the following religious observances (*see* Note 3)
.....;

*(*d*) my acting as returning officer for.....
constituency/local government electoral area;

*(*e*) my/my husband's/my wife's candidature
in .....constituency.

Signature..... Date.....

Address in the United Kingdom (in block letters) to which ballot paper is to be sent (if different from address given above)
.....
.....

CERTIFICATE

To be completed where (c) above applies

I certify that the statement at (*c*) above is correct.

Signature.....
(Minister of the elector's religious denomination)

Address .....
.....

Date.....

NOTES

1. Where (*a*), (*b*) or (*c*) applies, the application may be made for any parliamentary or local government election except a rural borough or parish council election. Where (*d*) applies, the application may be made for a parliamentary general election or ordinary local government election (with the same exceptions). Where (*e*) applies, the application may be made only for a parliamentary general election.

2. Where (*a*) applies, the application must state the name of the reserve or auxiliary force concerned. If the application is for a particular parliamentary election and you are likely to be at sea or out of the United Kingdom on polling day, you may apply on Form U to have a proxy appointed to vote for you.

3. Where (*c*) applies, the application must state the nature and times of the religious observances. The certificate above must be completed by a minister of your religious denomination.

4. If you have been appointed proxy for an elector in the same constituency or local government electoral area, you may apply on Form V to vote as such by post, but not if you yourself have a proxy appointed for you.

The forms referred to may be obtained from the Electoral Registration Officer.

Regulation 29.

FORM T: APPLICATION TO BE TREATED AS AN ABSENT VOTER FOR AN INDEFINITE PERIOD OWING TO AIR OR SEA JOURNEY

REPRESENTATION OF THE PEOPLE ACTS

I, (Surname).....
(BLOCK LETTERS)

(Other names).....
(BLOCK LETTERS)

am qualified to be registered as an elector for (address in full in block letters)

.....

.....

and I apply to be treated as an absent voter at parliamentary and local government elections (*see* Note 1) because I am likely to be unable to go in person from the above address to the polling station without making a journey by air or sea.

Signature..... Date.....

Address in the United Kingdom (in block letters) to which ballot paper is to be sent (if different from address given above)

.....

.....

NOTES

1. The journey in question is the journey necessary to go to the polling station from your qualifying address, not from where you may happen to be at the time of an election.

2. This application, if allowed, will continue in force until you cancel it or cease to be registered for your present qualifying address or become registered in a different capacity or until the Electoral Registration Officer gives you notice to the contrary. It will be valid for all parliamentary and local government elections at which you are entitled to vote except rural borough and parish council elections. A separate application should be made for each qualifying address.

3. If you have been appointed proxy for an elector in the same parliamentary constituency or local government electoral area, you may apply on Form V to vote as such by post, but not if you yourself have a proxy appointed for you.
Form V may be obtained from the Electoral Registration Officer.

4. Any change of the address to which ballot papers are to be sent should be notified promptly to the Electoral Registration Officer. If you wait until an election occurs, you may be too late.

FORM U: APPLICATION FOR APPOINTMENT OF PROXY

Regulation 31.

REPRESENTATION OF THE PEOPLE ACTS

(Not to be used by service voters)

I, (Surname).....
(BLOCK LETTERS)

(Other names).....
(BLOCK LETTERS)

am qualified to be registered as an elector for (address in full in block letters)

.....

.....

.....

I have applied to be treated as an absent voter—

(*a*) at parliamentary and local government elections owing to—

* (i) the general nature of my occupation, service or employment;

*(ii) the general nature of the occupation, service, or employment of my *husband/wife and my resulting absence from my qualifying address to be with *him/her;

*Delete whichever is inapplicable.

*(*b*) at the coming parliamentary election in..... constituency owing to my service in Her Majesty's reserve or auxiliary forces;

and I declare that I am likely to be at sea or outside the United Kingdom on polling day.

I therefore apply for the person named below as first choice (or, if he or she is unwilling or unable to be appointed, the person named as second choice) to be appointed as proxy to vote for me.

PROXY APPOINTMENT

1. First choice (the elector must fill this up)

Full names.....
(BLOCK LETTERS)

Postal address.....
(BLOCK LETTERS)

.....

Relationship, if any, to elector

.....

2. Second choice (the elector should fill this up as the first choice may be unwilling or unable to be appointed)

Full names .....
(BLOCK LETTERS)

Postal address.....
(BLOCK LETTERS)

.....

Relationship, if any, to elector

.....

Signature..... Date.....

NOTES

1. A person to vote as proxy must be a British subject or citizen of the Republic of Ireland, of voting age and not subject to any legal incapacity to vote.

2. Where (*a*) applies, a proxy appointed in consequence of your application to be treated as an absent voter will be entitled to vote for you at all parliamentary and local government elections except rural borough and parish council elections. You can cancel the appointment by giving notice to the Electoral Registration Officer.

3. Where (*b*) applies, the proxy's appointment will be for a particular parliamentary election only.

FORM V: APPLICATION BY A PROXY TO VOTE BY POST

Regulation 36.

REPRESENTATION OF THE PEOPLE ACTS

I, (Surname).....
(BLOCK LETTERS)

(Other names).....
(BLOCK LETTERS)

have been appointed proxy for

(†Name) ..... †As shown on proxy paper.
(BLOCK LETTERS)

who is registered as an elector for

(†Qualifying address).....
(BLOCK LETTERS)

.....

and I apply to vote by post as proxy for the above-named elector because—

*(*a*) I am entitled to vote by post as an absent voter: the address for which I am registered as an elector is
(address in full in block letters)
.....
.....

*Delete whichever is inapplicable.

*(*b*) the address entered below is in a different area from the address for which the above-named elector is registered (*see* Note 2).

A ballot paper should be sent to me at the following address (block letters) in the United Kingdom

.....
.....
.....

Signature..... Date.....

NOTES

1. Where (*a*) applies, this application, if allowed, will be valid for all parliamentary and local government elections (except rural borough and parish council elections) for which your application to be treated as an absent voter is valid so long as your appointment as proxy continues. Where (*b*) applies, the application will be valid only for parliamentary elections and will remain in force until you cancel it or cease to be proxy for the elector.

2. Where (*b*) applies, the application cannot be allowed if your address is in the same area as the address for which the elector is registered, i.e. within the same borough and constituency, or within the same urban district, rural borough or parish.

Regulations, 29, 31.

FORM W: APPLICATION BY SERVICE VOTER'S SPOUSE FOR APPOINTMENT OF PROXY

REPRESENTATION OF THE PEOPLE ACTS

Part 1.

Surname .....
(BLOCK LETTERS)

Other names.....
(BLOCK LETTERS)

Other names of *husband/wife.....

*(*a*) Service (R.N., Army, R.A.F., etc.).....Regiment or Corps.....

Rank or Rating.....Service No.....

OR

*Delete whichever is inapplicable.

*(*b*) Name of Government Department under which *husband/wife employed .....Description of post.....

OR

*(*c*) British Council Description of post.....

Present address of *husband/wife

.....

.....

(1) I am qualified to be registered as an elector for (address in full in block letters)

.....

.....

(2) I have made a service declaration on Form K/Form M that I reside, or expect to go abroad within six weeks to reside, outside the United Kingdom to be with my *husband/wife.

(3) I therefore apply to be treated as an absent voter and for the person named below as first choice (or, if he or she is unwilling or unable to be appointed, the person named as second choice) to be appointed to vote as proxy for me at parliamentary and local government elections.

Part 2.

PROXY APPOINTMENT

1. First choice (the elector must fill this up)

Full names.....
(BLOCK LETTERS)

Postal address.....
(BLOCK LETTERS)

.....

Relationship, if any, to elector

.....

2. Second choice (the elector should fill this up as the first choice may be unwilling or unable to be appointed)

Full names .....
(BLOCK LETTERS)

Postal address.....
(BLOCK LETTERS)
.....

Relationship, if any, to elector
.....

Signature..... Date.....

NOTE

A person to vote as proxy must be a British subject or citizen of the Republic of Ireland, of voting age and not subject to any legal incapacity to vote. A proxy appointed in consequence of this application will be entitled to vote for you at all parliamentary and local government elections, except rural borough and parish council elections, until your service declaration on Form K/Form M takes effect.

FORM X: RETURN OF EXPENSES REQUIRED BY SECTION 63 OF THE REPRESENTATION OF THE PEOPLE ACT 1949 TO BE AUTHORISED BY AN ELECTION AGENT

Regulation 69.

REPRESENTATION OF THE PEOPLE ACTS

ELECTION IN THE

.....
CONSTITUENCY/LOCAL GOVERNMENT ELECTORAL AREA

Date of publication of notice of election.....

The expenses incurred at the above election in support of.....

.....a candidate thereat, by.....

.....
(*insert name of person or association or body of persons incurring the expenses*)
being expenses required by section 63 of the Representation of the People Act 1949 to be authorised by the election agent, amounted to £.....

The written authority of the election agent is annexed hereto.

Signature..... Date.....

Regulation 69

FORM Y: DECLARATION AS TO EXPENSES REQUIRED BY SECTION 63 OF THE REPRESENTATION OF THE PEOPLE ACT 1949 TO BE AUTHORISED BY AN ELECTION AGENT

REPRESENTATION OF THE PEOPLE ACTS

ELECTION IN THE

.....

CONSTITUENCY/LOCAL GOVERNMENT ELECTORAL AREA

Date of publication of notice of election.....

I hereby declare that—

1. I am the person *or* a director, general manager, secretary or similar officer of the association or body of persons named as incurring expenses in the accompanying return, marked....., of expenses required by section 63 of the Representation of the People Act 1949 to be authorised by an election agent.

2. To the best of my knowledge and belief the said return is complete and correct.

3. The matters for which the expenses referred to in the said return were incurred were as follows.....

.....

.....

Signature .....

Office held.....

(In the case of an association or body of persons)

Date.....

Regulation 39

SCHEDULE 2

TABLE OF COMPARISON OF ELECTION RULES

Local elections rules	Schedule 1 to the Urban District Council Election Rules 1969	Schedule 1 to the Rural District Council Election Rules 1969	Parliamentary elections rules
Rule 21	Rule 20	Rule 20	Rule 25
„ 41	„ 40	„ 40	„ 46
„ 49	„ 48	„ 48	„ 56

EXPLANATORY NOTE

(This Note is not part of the Regulations.)

These Regulations revoke and replace the Representation of the People Regulations 1950 as amended. Amendments have been made in consequence of the passing of the Representation of the People Act 1969 (c.15). In particular provision is made for marking the names of persons coming of voting age during the currency of the register and of merchant seamen (Regulations 8 and 9); for correcting the published register (Regulation 28); for applications to be treated as absent voters based on the ground of religious observance (Regulation 29(2)(*a*)); for service declarations by British Council employees (Part V of the Regulations); prescribing the fees for inspection and copies of the return and declaration of election expenses (Regulation 69); and for the computation of time (Regulation 74).

Other amendments have also been made. In particular the fee for the sale of the register (Regulation 22) and the penalties for certain offences (Regulation 75) have been varied: spoilt postal ballot papers may be replaced (Regulation 51); and the procedure for dealing with postal ballot papers where a candidate has died has been specified (Regulation 57).