2. SCOTLAND

(1) *General.* | (2) *Local Government Elections*, p. 3795.

(1) GENERAL

The Representation of the People (Scotland) Regulations, 1949

1949 No. 347 (S. 20)

Made - - - -	18*th February*, 1949
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* *These Regulations were approved by resolution of the House of Commons 28th February*, 1949, *and the House of Lords 2nd March*, 1949, *in accordance with section 76 (4) of the Representation of the People Act*, 1948.

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In exercise of the powers conferred upon me by the Representation of the People Act, 1948(a), I hereby make the following Regulations:—

PART I

REGISTRATION

The Register

Separate part of register for each registration unit.

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

(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.

(3) There shall be a separate letter or letters in the register for each parliamentary polling district or, where a parliamentary polling district is partly in one registration area and partly in another, for each part of a parliamentary polling district contained in a separate registration area, and such letter or letters shall be deemed to form part of an elector's number in the register.

Order of names in register.

2.—(1) The names in each registration unit shall be arranged in street order unless the local authority appointing the registration officer determine for any unit that alphabetical order is more convenient, or that the names shall be arranged partly in one way and partly in the other.

(2) The names in the register shall be numbered so far as is reasonably practicable consecutively with a separate series of numbers (beginning with the number one) for each parliamentary polling district or, where a parliamentary polling district is partly in one registration area and partly in another, for each part of a parliamentary polling district contained in a separate registration area.

Marking of names in register to indicate at which elections person entitled to vote.

3.—(1) To indicate that an elector has a non-resident qualification in respect of an address or is otherwise 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) To indicate that an elector is not entitled to vote at county council elections in respect of an address the letter "D" shall be placed against his name in the electors lists and the register.

Marking of names in register to indicate manner of voting.

4. 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 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 (other than a service voter) on behalf of whom a proxy is entitled to vote the letter "P".

(a) 11 & 12 Geo. 6. c. 65.

The Electors Lists

Form of electors lists.

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

(2) Subject to paragraph (5) of this Regulation, 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 non-residents instead of as residents or service voters, or vice versa, or 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 non-residents instead of as residents or service voters, or vice versa, or 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) For the purposes of the first register prepared under the Act the register in force shall be deemed to be the civilian residence register in force.

Publication of electors lists.

6.—(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 7 of these Regulations specifying the said places.

(2) The electors lists shall be published, as respects the first register prepared under the Act, on or before the tenth day of August, 1949, and thereafter, as respects the spring register, on or before the seven-

teenth day of January and, as respects the autumn register, on or before the fifth day of August, and shall be kept published till the publication of the register prepared from those lists.

Claims and Objections

Notice of claims and objections.

7.—(1) The registration officer shall at the time of publishing the electors lists publish a notice in form C in the First Schedule to these Regulations, or a form to the like effect, specifying the manner in which and the time within which claims and objections to 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.

8.—(1) A claim or objection which in respect of the electors lists for the spring register is delivered to the registration officer after the thirty-first day of January or which, in respect of the electors lists for the autumn register, is delivered to the registration officer after the nineteenth day of August, shall be disregarded:

Provided that a claim or objection in respect of the electors lists for the first register prepared under the Act shall not be disregarded if it is delivered to the registration officer on or before the twenty-fourth day of August, 1949;

And provided also 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 in force on the qualifying 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 for the purposes of that register.

Form of claims and objections.

9.—(1) A claim shall be in form O1 or form O2 in the First Schedule to these Regulations or a form to the like effect 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 in the First Schedule to these Regulations, or a form to the like effect.

(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.

10.—(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 claimant ;

(*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 claimant 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 claims and objections.

11.—(1) On the hearing of a claim, the claimant 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 be heard includes the right to make written representations.

(3) Any person entitled to appear 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 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.

Date of completion of consideration of claims and objections.

12. The consideration of claims and objections shall be completed, as respects the electors lists for the first register prepared under the Act, before the fourth day of September, 1949, and thereafter, as

respects the electors lists for the spring register, before the eleventh day of February and as respects the electors lists for the autumn register, before the thirtieth day of August.

Corrections consequent on consideration of claims and objections.

13. The registration officer shall make such additions and corrections to the electors lists (including a correction consequent on his decision that a person in respect of whom a claim or objection has been made shall be entered as a non-resident instead of as a resident or service voter or vice versa, or as a resident instead of as a service voter or vice versa) as are required to carry out his decisions on any claims or objections.

Correction of clerical errors.

14. The registration officer shall make any correction to the electors lists which seems to him necessary in order to correct any clerical error (including any misnomer or inaccurate description).

Other corrections.

15.—(1) Where it appears to the registration officer that it is necessary to make any correction (other than a correction under Regulation 13 or 14 of these Regulations) to the electors lists in order to ensure that no person shall be registered more than once in any local government area, or otherwise registered when not entitled, he shall send to the person affected by the correction a notice stating the proposed correction and shall give him an opportunity within five days from the date of such notice of selecting the qualifying address in respect of which he is to be registered or of objecting to the correction and if necessary of appearing and being heard in accordance with the provisions of Regulation 11 of these Regulations.

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

Publication and Sale of Register

Publication of register.

16.—(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.

17.—(1) A copy of the register shall, on publication, be furnished by the registration officer to the returning officer, the British Museum and the National Library of Scotland.

(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.

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

(*a*) four copies of the register for any constituency or part of a constituency included in the registration area (of which not more than two copies may be printed on one side only) and four copies of Lists B and C of the electors lists 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 any constituency or part of a constituency included in the registration area 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.

19. The registration officer shall supply to any person copies of any part or parts of a register or of any electors lists 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 18 of these Regulations) on payment—

(*a*) for a copy of any part or parts of the register in force or of the electors lists therefor of a fee of one shilling together with an additional one penny for each hundred (or part of a hundred) names in such copy ;

(*b*) for a copy of any part or parts of a register which has ceased to be in force or of the electors lists therefor of a fee of one shilling together with an additional one penny for each four hundred (or part of four hundred) names in such copy ;

(*c*) in addition to the payments under the foregoing sub-paragraphs, for any such copy which is printed on one side only of a further one penny for each thousand (or part of a thousand) names in such copy.

Supplementary

Declaration as to age and nationality.

20.—(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 that he was of full age on the qualifying date,

(*b*) require that person to produce a certificate of naturalisation or to make a statutory declaration that he was a British subject or citizen of Eire 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, and the declaration shall be exempt from stamp duty.

(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.

Information from householders.

21. The registration officer may require any householder or person owning or occupying any land or 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.

22. Where an alteration of parliamentary polling districts is made the registration officer shall if required by the returning officer—

(*a*) adapt the register to the alteration,

(*b*) if the alteration is made between the publication of any electors lists and the coming into force of the register prepared from those lists, frame the form of that register in accordance with the altered polling districts,

but except in cases where the registration officer is so required an alteration of polling districts shall not be effective until the coming into force of the first register prepared from electors lists published after the alteration is made.

Corrupt and Illegal Practices Lists

Corrupt and illegal practices lists.

23.—(1) The registration officer shall, at the same time as he publishes the electors lists for the spring register, prepare and publish the corrupt and illegal practices lists (if any) required by section thirty-nine of the Corrupt and Illegal Practices Prevention Act, 1883(**a**), and section twenty-nine of the Elections (Scotland) (Corrupt and Illegal Practices) Act, 1890(**b**), 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 either of the said corrupt and illegal practices lists 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 8, paragraph (3) of Regulation 9 and Regulations 10, 11 and 12 of these Regulations shall apply to any such claim or objection as they apply to a claim or objection in respect of the electors lists for the spring register.

(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 or election commissioners.

(4) The registration officer shall make such additions and corrections as are required to carry out his decisions on any claims or objections or to correct any clerical error (including any misnomer or inaccurate description).

(5) Where it appears to the registration officer that a person not named in the said corrupt and illegal practices lists or either of them should be entered in one or both of those lists 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 11 of these Regulations, and after the said five days he shall make such correction as seems to him to be necessary.

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

(7) A copy of the corrected corrupt and illegal practices lists shall, on publication, be furnished by the registration officer to the returning officer, the British Museum and the National Library of Scotland.

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

(**a**) 46 & 47 Vict. c. 51. (**b**) 53 & 54 Vict. c. 55.

PART II

ABSENT VOTERS, PROXIES AND POSTAL PROXIES

Application to be treated as an absent voter.

24.—(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 the First Schedule to these Regulations, or a form to the like effect, in any case where the application is made for a particular election only;

(*b*) be in form R in the First Schedule to these Regulations, or a form to the like effect, 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 the First Schedule to these Regulations, or a form to the like effect, in any case where the applicant is a service voter;

(*d*) be in form Q in the First Schedule to these Regulations, or a form to the like effect, in any other case.

(2) An application to be so treated may, if it is received by the registration officer—

(*a*) in any case where the application is made for a particular election only (including an application by a service voter), on or after the day before the last day for the delivery of nomination papers at an election, or

(*b*) in the case of any other application, after an election has begun,

be disregarded for the purposes of that election.

(3) An application to be no longer so treated may, if it is received by the registration officer on or after the day before the last day for the delivery of nomination papers at an election, be disregarded for the purposes of that election.

(4) The registration officer on disallowing a person's application to be so treated shall notify the applicant of the fact.

(5) Where under paragraph (*c*) of subsection (3) of section nine or twenty-six respectively of the Act 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.

Form of record and list of absent voters.

25.—(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 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) The names in the absent voters list shall be numbered consecutively (beginning with the number one).

(4) 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.

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

Application to vote by proxy.

26.—(1) An application by an absent voter for the appointment of a proxy to vote on his behalf shall be in form T in the First Schedule to these Regulations. or a form to the like effect.

(2) 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, in the First Schedule to these Regulations, or a form to the like effect.

Appointment of proxy.

27.—(1) For the purpose of ascertaining in pursuance of subsection (4) of section ten of the Act and of that subsection as applied by subsection (6) of section twenty-seven of the 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 or, in the case of an application based on the applicant's service as a member of His Majesty's reserve or auxiliary forces, three 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, except that he need not do so in the case of an application based on the applicant's service as a member of His Majesty's reserve or auxiliary forces.

(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.

28.—(1) The proxy paper to be issued by the registration officer shall be in form D in the First Schedule to these Regulations, or a form to the like effect.

(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 and address of the person to whom the paper has been issued.

Cancellation and disregard of proxy appointment.

29.—(1) Where the appointment of a proxy is cancelled by notice given to the registration officer or ceases to be in force under subsection (5) of section ten or that subsection as applied by subsection (6) of section twenty-seven of the Act, the registration officer shall forthwith notify the person whose appointment as proxy has been cancelled or has ceased to be 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 may, if it is received by the registration officer—

(*a*) in any case where the application is based on the applicant's service as a member of any of His Majesty's reserve or auxiliary forces, on or after the day before the last day for the delivery of nomination papers at an election,

(*b*) in the case of any other application, after an election has begun,

be disregarded for the purposes of that election.

(4) A notice cancelling the appointment of a proxy may, if it is received by the registration officer on or after the day before the last day for the delivery of nomination papers at an election, be disregarded for the purposes of that election.

Record and list of proxies.

30. Paragraphs (1), (4) and (5) of Regulation 25 of these Regulations shall apply to the record and list of electors for whom proxies have been appointed as though such record and list were the record and list of absent voters.

Application by proxy to vote by post.

31.—(1) An application by a service voter's proxy to vote by post shall be in form V in the First Schedule to these Regulations, or a form to the like effect.

(2) Paragraphs (2) and (4) of Regulation 24 of these Regulations shall apply to such application as though that application were an application to be treated as an absent voter.

(3) An application under paragraph (*a*) of subsection (7) of section eleven of the Act whereby a service voter's proxy ceases to be entitled to vote by post may, if it is received by the registration officer on or after the day before the last day for the delivery of nomination papers at an election, be disregarded for the purposes of that election.

Record and list of postal proxies.

32.—(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) The names in the postal proxies list shall be numbered consecutively (beginning with the number one).

(4) 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.

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

Certificate of employment.

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

PART III

ISSUE AND RECEIPT OF POSTAL BALLOT PAPERS

Interpretation

Interpretation of Part III.

34.—(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) (*a*) For the purpose of this Part of these Regulations, unless the context otherwise requires, the expression "election rules" means the First Schedule to the Ballot Act, 1872(**a**), and Part III of the Second Schedule to the Local Government (Scotland) Act, 1947(**b**).

(**a**) 35 & 36 Vict. c. 33.

(**b**) 10 & 11 Geo. 6. c. 43.

(*b*) The table of comparison set out in the Second Schedule to these Regulations shows (so far as is necessary for the construction of these Regulations) the provisions of the Acts 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 provision in the second column thereof.

Issue of Postal Ballot Papers

Form of postal ballot paper and of declaration of identity.

35.—(1) 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.

(2) The declaration of identity sent with the ballot paper to a postal voter shall be in form H in the First Schedule to these Regulations, or a form to the like effect.

Appointment of clerks.

36. The returning officer may appoint competent persons to assist him as clerks at the proceedings on the issue and receipt of postal ballot papers:

Provided that no person shall be appointed who has been employed by or on behalf of a candidate in or about the election.

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

37.—(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 referred to in Regulation 44 of these Regulations 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.

38.—(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 only attends 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, and any other person shall make the declaration in the presence either of a justice of the peace or of the returning officer, and subsection (2) of section nineteen of, or paragraph 5 of Part I of the Fourth Schedule to, the Act, as the case may be, shall be read to the declarant by the person taking the declaration.

(3) The declaration shall be as follows:—

"I solemnly promise and declare that I will not at these proceedings do anything forbidden by [*here insert a reference to either the aforesaid subsection or paragraph, as the case may be*] which has been read to 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.

39.—(1) The returning officer shall, not later than the last day for the withdrawal of nomination papers at an election, notify each candidate of the time and place at which he will issue the postal ballot papers and of the number of agents he may appoint 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 paragraph (2) of Regulation 37 of these Regulations to attend such issue.

Marking of postal ballot paper.

40.—(1) Each postal ballot paper issued shall be stamped with the official mark either embossed or perforated and the number and name 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 an elector to be marked on the counterfoil of the ballot paper issued to him or his proxy shall, for the purposes of section two of the Ballot Act, 1872(a), rule 24 of the election rules and this Regulation, be the number of that elector in either the absent voters list or the list of postal proxies, as the case may be, together

(a) 35 & 36 Vict. c. 33.

with a distinctive mark or letter to indicate in which list he is entered, but the distinctive letter to indicate the parliamentary polling district in which he is registered shall not be included.

(3) 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.

41. 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.

42. 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 paragraph 17 of Part II of the Third Schedule and paragraph 2 of Part I of the Fourth Schedule to the Act 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.

43.—(1) All 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 the postage of all such envelopes and all covering envelopes shall be prepaid by the returning officer.

Provision of postal voters' ballot box.

44.—(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 be sealed with the seal of the returning officer and the seals of such of the agents as desire to affix their seals, and shall be marked "postal voters' ballot box", and the returning officer shall make provision for the safe custody of such ballot box.

Sealing up of special lists and counterfoils.

45.—(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 copy of the absent voters list and 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 copy 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 again be made up and sealed in accordance with the last foregoing paragraph.

Receipt of Postal Ballot Papers

Receipt of covering envelope.

46. The returning officer shall, immediately on receipt of a covering envelope before the close of the poll, place it unopened in a postal voters' ballot box.

Opening of postal voters' ballot box.

47.—(1) The postal voters' ballot boxes shall be opened by the returning officer, in the presence of the agents, at or before the time fixed for the counting of the votes under rule 32 of the election rules.

(2) The returning officer shall give each candidate at least twenty-four hours' notice in writing of the time and place at which he will proceed to open the postal voters' ballot boxes and the envelopes contained therein and of the number of agents he may appoint under paragraph (2) of Regulation 37 of these Regulations to be present at such opening.

Opening of covering envelopes.

48.—(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"); 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 "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 sealed with the seal of the returning officer and the seals of such of the agents as desire to affix their seals which shall be subsequently treated as a ballot box for the purpose of rule 34 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 "vote 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 "vote rejected", attach thereto the ballot paper (if any) and place it in the receptacle for votes rejected.

(7) Except for the purposes of ascertaining whether under paragraph (2) of this Regulation a ballot paper envelope contains a declaration of identity or whether under paragraph (6) of this Regulation 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 50 of these Regulations.

Sealing up rejected votes and declarations of identity.

49. On the conclusion of the proceedings under Regulation 48 of these Regulations 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.

50.—(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 "empty".

(3) Where the number on a 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 paragraph (5) of Regulation 48 of these Regulations.

(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 marked "empty" and the ballot papers marked "rejected" under the provisions of this Regulation and shall seal up such packet.

Forwarding or retention of documents.

51.—(1) The returning officer, in the case of a parliamentary election, shall forward to the sheriff clerk and, in the case of a local government election, shall forward to the county clerk or the town clerk or retain among the records of the county or burgh as the case may be, at the same time as he so forwards or retains the documents mentioned in rule 38 of the election rules—

(*a*) any packets referred to in Regulation 45, 49 or 50 of these Regulations 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, he shall put them unopened into a separate packet, seal up such packet and forward or retain it at a subsequent date in the manner described in paragraph (1) of this Regulation.

(3) Any packet or statement forwarded or retained under this Regulation shall be deemed to have been forwarded or retained 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 IV

SERVICE VOTERS

Service declaration by member of the forces or his wife.

52.—(1) A service declaration made by a member of the forces shall be in form J in the First Schedule to these Regulations, or a form to the like effect.

(2) A service declaration made by the wife of a member of the forces shall be in form K in the First Schedule to these Regulations, or a form to the like effect.

(3) A service declaration made by either a member of the forces or his wife 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.

53. 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 servant or his wife.

54.—(1) A service declaration made by a Crown servant shall be in form L in the First Schedule to these Regulations, or a form to the like effect.

(2) A service declaration made by the wife of a Crown servant shall be in form M in the First Schedule to these Regulations, or a form to the like effect.

(3) A service declaration made by a person who is or will be a Crown servant or his wife shall be attested by an officer of or designated by the Government department under which he or her husband 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.

Transmission of service declaration by Crown servant or his wife.

55. A service declaration made by a person who is or will be a Crown servant or his wife shall be transmitted by the declarant to the Government department under which he or her husband 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.

Service declaration by person about to leave the United Kingdom.

56. 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.

57.—(1) Subject to Regulation 58 of these Regulations, the registration officer on receipt of a service declaration shall notify the declarant that his declaration has been received and—

(*a*) in any case where he will not be of full age by the next qualifying date, that he will be entered in the electors lists as soon as he is entitled to be so entered unless in the meantime the declaration ceases to be in force, or

(*b*) in any other case, the approximate date on which he will be registered in pursuance of his declaration if no valid objection is made thereto.

(2) In the case of a declarant to whom sub-paragraph (*a*) of paragraph (1) of this Regulation applies, the registration officer shall notify him as soon as he has been entered in the register.

Invalid service declaration.

58.—(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 by an officer designated by that department 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.

Service declaration ceasing to be in force.

59. Where a service voter transfers from employment under one Government department to employment under another or from being a member of the forces to being a Crown servant, or vice versa, his service declaration and that of his wife (if any), being a declaration under paragraph (*c*) of subsection (1) of section six of the Act, shall cease to be in force.

Evidence as to service declaration.

60.—(1) The registration officer shall treat a notice from the appropriate Government department or from an officer designated by that department that a person is not entitled to make a service declaration or a notice from the said department or officer or from the central national registration officer that a person's service declaration has ceased to be in force as conclusive evidence thereof.

(2) For the purposes of this Regulation the expression "central national registration officer" means an officer appointed under Regulation 16 of the National Registration Regulations, 1939(a).

PART V

SUPPLEMENTARY

Appeals.

61.—(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 five days thereafter, specifying the grounds of appeal.

(2) The registration officer shall forward any such notice to the sheriff in the manner directed by rules of court together in each case

(a) S.R. & O. 1939 (No. 1248) II, p. 2306.

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 sheriff any further information which the sheriff 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 sheriff of the fact for the purpose of enabling the sheriff (if he thinks fit) to consolidate the appeals or select a case as a test case.

Registration of motor vehicles.

62.—(1) For the purpose of registering a motor vehicle with the returning officer under section thirty-three of the Act (which relates to the use of motor vehicles for conveying electors to the poll) the candidate or his election agent shall send to the returning officer so as to be received by him before the day of the poll a notice stating the index mark and registration number of the vehicle and that the candidate desires it to be registered.

(2) The returning officer shall register the vehicle by entering its index mark and registration number in a register (hereinafter referred to as the "register of vehicles") under the name of the candidate.

(3) There shall be a separate part of the said register for each candidate.

(4) The returning officer shall, so long as he retains the said register, make available for inspection at his office a copy thereof :—

(*a*) on any day except the day of the poll, during ordinary business hours, and

(*b*) on the day of the poll, during the hours of poll.

(5) The returning officer shall retain the said register for one year from the day of the poll and shall then destroy it.

Official poll card.

63.—(1) The official poll card issued to an elector shall be in form E in the First Schedule to these Regulations, or a form to the like effect.

(2) The official poll card issued to the proxy of an elector shall be in form F in the First Schedule to these Regulations, or a form to the like effect.

Forms.

64.—(1) Forms A, B1 and B2 in the First Schedule to these Regulations, or forms to the like effect, shall be used for the purposes for which they are expressed to be applicable.

(2) The registration officer shall without fee supply copies of forms N to V in the First Schedule to these Regulations to any person.

(3) The return and declaration of expenses required by section forty-two of the Act to be authorised by an election agent shall be in forms W and X in the First Schedule to these Regulations, or forms to the like effect.

Sending of notices, etc.

65.—(1) Any application, notice, claim or objection which is required by these Regulations to be made to the registration officer or returning officer 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 or returning officer 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 the 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.

Publication of documents.

66.—(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 shall be made available, except where these Regulations expressly provide otherwise, 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.

67. No misnomer or inaccurate description of any person or place in any electors list, corrupt and illegal practices list, special list, register, register of vehicles or in any notice 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.

68. Where the last day of the time allowed by these Regulations for any matter other than the consideration of claims and objections falls on a Sunday, Christmas Day, Good Friday, bank holiday or day appointed for public thanksgiving or mourning, that time shall be extended until the end of the next following day which is not one of the days before mentioned.

Penalties.

69.—(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 21 of these Regulations, he shall be liable on summary conviction to a fine not exceeding twenty pounds.

(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 five pounds.

Interpretation.

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

the expression " the Act " means the Representation of the People Act, 1948(**a**) ;

the expressions " business premises register " and " civilian residence register " mean those registers prepared under the provisions of the Parliament (Elections and Meeting) Act, 1943(**b**) ;

(**a**) 11 & 12 Geo. 6. c. 65. (**b**) 6 & 7 Geo. 6. c. 48.

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

the expression " ratepayers register " means that register prepared under the Representation of the People Act, 1945(a) ;

the expression " registration area " means a county or large burgh ;

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

(2) An election shall be deemed to be begun, in the case of a parliamentary election, on the day on which the writ is received and, in the case of a local government election, on the last day on which notice of election may be published.

(3) References in these Regulations to any enactment shall be taken as referring to that enactment as amended by or under any other enactment.

(4) References 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.

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

Qualifying date for, and publication of, first register.

71. For the purposes of the first register prepared under the Act the qualifying date shall be the tenth day of June, 1949, and the date of publication of the register shall be the fifteenth day of October, 1949.

Transitory provisions.

72.—(1) (*a*) A person who, before the coming into force of the first register prepared under the Act, is entered in the absent voters list for parliamentary elections in pursuance of an application made under section seven of the Parliament (Elections and Meeting) Act, 1943(c), or subsection (2) or (3) of section six of the Elections and Jurors Act, 1945(d), shall be treated as an absent voter for local government elections.

(*b*) A person who is on the civilian residence register and who applies to be treated as an absent voter for local government elections only or who is on the business premises or ratepayers register and who applies to be treated as an absent voter for local government elections may, in any case where the application is not for a particular election, adapt the forms set out in the Electoral Registration Regulations, 1946(e), so far as circumstances require.

(2) (*a*) A person whose application in pursuance of paragraph 18 of the Second Schedule to the Parliament (Elections and Meeting) Act, 1943, to vote by post as a service voter's proxy at parliamentary elections has, before the coming into force of the first register prepared under the Act, been accepted and who is entitled under the provisions of the Act to vote by post as a service voter's proxy at local government elections, shall be treated as if he had applied so to vote at local government elections.

(*b*) A person who after the first day of March, 1949, applies to vote by post as a service voter's proxy at parliamentary elections in pursuance of the said paragraph 18 may for that purpose adapt form V in the First Schedule to these Regulations so far as circumstances require.

(a) 8 & 9 Geo. 6. c. 5. (b) 52 & 53 Vict. c. 63. (c) 6 & 7 Geo. 6. c. 48.
(d) 9 & 10 Geo. 6. c. 21. (e) S.R. & O. 1946 (No. 240) I, p. 1186.

(3) Notwithstanding subsection (3) of section twenty-six of the Act, where an application to be treated as an absent voter is not based on one of the grounds mentioned in subsection (2) of the said section and is allowed before the coming into force of the first register prepared under the Act, the applicant shall cease to be treated as an absent voter on the coming into force of the said register but without prejudice to the applicant's right to apply to be treated as an absent voter after that date.

Commencement of Regulations.

73.—(1) Parts II and III of these Regulations, so far as they relate to parliamentary elections, and Regulations 62, 63 and paragraph (3) of Regulation 64 of these Regulations, so far as that paragraph relates to parliamentary elections, shall come into force on the sixteenth day of October, 1949:

Provided that the said Regulations shall not apply in relation to a parliamentary bye-election for which the notice of election is given before the said date.

(2) Regulations 18 and 19 of these Regulations shall have effect with respect to the first register prepared under the Act and the electors lists therefor and all subsequent registers and electors lists.

(3) Subject to paragraphs (1) and (2) of this Regulation, these Regulations shall come into force on the day after they have been approved by both Houses of Parliament:

Provided that these Regulations shall not apply in the case of a local government election polling for which takes place before the ordinary day of election in the year 1949 for councillors of the local government area in which the casual vacancy has occurred.

Appointed day for Parts II and III of the Act.

74.—(1) The provisions of Parts II and VI of the Act so far as they relate to voting by post or by proxy at local government elections or amend the local elections rules, shall come into force on the day after these Regulations have been approved by both Houses of Parliament:

Provided that the said provisions shall not apply in the case of a local government election polling for which takes place before the ordinary day of election in the year 1949 for councillors of the local government area in which the casual vacancy has occurred.

(2) (*a*) Except where otherwise expressly provided by the Act, the provisions of Part III of the Act and, so far as relates to the said Part III, the provisions of Part VI thereof, so far as the said provisions relate to local government elections, shall come into force on the day after these Regulations have been approved by both Houses of Parliament:

Provided that the said provisions shall not apply in the case of a local government election polling for which takes place before the ordinary day of election in the year 1949 for councillors of the local government area in which the casual vacancy has occurred.

(*b*) The provisions referred to in the last foregoing sub-paragraph, so far as they relate to parliamentary elections, shall come into force on the sixteenth day of October, 1949.

Citation and extent.

75. These Regulations may be cited as the Representation of the People (Scotland) Regulations, 1949, and shall extend to Scotland only.

Dated this eighteenth day of February, 1949.

Arthur Woodburn,
One of His Majesty's Principal Secretaries of State.

St. Andrew's House,
Edinburgh.

FIRST SCHEDULE

Forms for use by registration officers

FORM A: RETURN BY HOUSEHOLDER AS TO RESIDENTS

Regulation 64.

Front of Form

REPRESENTATION OF THE PEOPLE ACTS

REGISTRATION OF ELECTORS

In order to assist the preparation of the parliamentary and local government register of electors, you are hereby required, in pursuance of the above-mentioned Acts, to complete this form and return it to me WITHIN SEVEN DAYS.

.....Electoral Registration Officer.

Failure to make this return promptly may deprive a person of the right to vote and a person who fails to give the required information or who gives false information is liable to a penalty of £20.

1. On application being made to the electoral registration officer you will be given any help needed in filling up the form.

2. The return should include the names of all the undermentioned persons who were or will be AGED 21 YEARS OR OVER and British subjects or citizens of Eire on the qualifying date:

(*a*) Residents on the qualifying date, including members of the householder's family, lodgers and servants, and also persons residing in bothies. Generally speaking a person is resident in a house if he normally lives there, and such a person should be included even though he is away temporarily, e.g., on a visit or in hospital. On the other hand, some of those present may not be residents; for instance, a guest or a visitor who ordinarily lives somewhere else should not be included.

(*b*) Persons who are away from home in the course of their employment, provided that they intend returning within six months of the date of departure.

3. If this return is made before the qualifying date anyone who is expected to become resident by that date should be included and anyone who will cease to be resident before then should be left out.

4. Persons with service qualifications should not be entered on this form; their names will be included in the register of electors if they fill up a service declaration (supplied by the appropriate service or department) and send it to the electoral registration officer. A person has a service qualification if he or she is serving as a member of His Majesty's forces, other than the reserve or auxiliary forces, or is employed in the service of the Crown outside the United Kingdom, or is the wife of such a person and is residing outside the United Kingdom to be with her husband.

5. A peer is entitled to be registered as a resident for local government elections only.

6. A merchant seaman who is likely to be at sea at the time of an election is entitled to have a proxy appointed to vote for him. A form for this purpose will be sent to any person against whose name you put "M.S." unless a proxy has already been appointed for him.

7. If for some other reason a person is likely to be unable to go in person to the polling station at an election, he may be entitled to vote by post. On being informed of the circumstances the electoral registration officer will supply a form of application.

8. THE QUALIFYING DATE IS.....

Back of Form

FORM A.—RETURN BY HOUSEHOLDER OF ALL RESIDENTS WHO ARE BRITISH SUBJECTS OR CITIZENS OF EIRE AND 21 YEARS OF AGE OR OVER ON THE QUALIFYING DATE.

(*a*) Full name of Householder.....

(*b*) Full postal address of house.....
(where applicable, state street, name and number of house)

Attention is directed to the notes on the other side of this form

SURNAME (Write in BLOCK CAPITALS) (name of householder should be inserted first below)	Other Names in full (Write in BLOCK CAPITALS)	Nationality	If a Merchant Seaman enter "M.S." in this Column against name

If you have been given permission to occupy the house furnished for a period of six months or less, give the length of the period and the name of the usual occupier.

Period of your occupation	Usual Occupier	
	SURNAME (Write in BLOCK CAPITALS)	Other Names in full (if known). (Write in BLOCK CAPITALS)
From ..... To		

Present address of usual occupier
(where applicable, state street, name and number of house).

THIS RETURN MUST BE SIGNED BELOW

I hereby declare that the particulars given above are true and accurate to the best of my knowledge and belief and that all the persons whose names are entered above were (or will be) 21 YEARS OF AGE OR OVER and British subjects or citizens of Eire on the qualifying date.

Signature.....

Date.....

FORM B1.—RETURN IN RESPECT OF A NON-RESIDENT QUALIFICATION—OWNERSHIP

Regulation 64.

Front of Form

REPRESENTATION OF THE PEOPLE ACTS

In order to assist the preparation of the register of local government electors you are hereby required, in pursuance of the above-mentioned Acts, to complete this form and return it to me WITHIN SEVEN DAYS.

.....Electoral Registration Officer.

Failure to make this return promptly may deprive a person of the right to vote and a person who fails to give the required information or who gives false information is liable to a penalty of £20.

NOTE.—The expression "owner" includes heir of entail in possession, liferenter and beneficiary entitled under any trust to the rents and profits of lands and heritages but does not include the fiar of lands and heritages subject to a liferent, or tutor, curator, judicial factor or commissioners.

Back of Form

FORM B1.—RETURN IN RESPECT OF A NON-RESIDENT QUALIFICATION—OWNERSHIP

Address of Subjects.....

Gross Annual Value of Subjects.....

The following information must be given for each owner who is a British subject or citizen of Eire. Where the premises are jointly owned the particulars must be stated for each joint owner.

Name of each person having interest as owner. If one person has sole interest, state so		Nationality	Whether owner on the qualifying date. State "Yes" or "No"	Whether 21 years of age or over on the qualifying date. State "Yes" or "No"	Address of Private Residence, i.e., residence for purposes of qualification as resident on the qualifying date. (*See* Note 2 below)	Addresses of any other subjects owned or occupied as tenant in the Burgh or County on the qualifying date
SURNAME (Write in BLOCK CAPITALS)	Other Names in full (Write in BLOCK CAPITALS)					

NOTES.—(1) A person is not entitled to be registered more than once as a local government elector in a local government area (i.e., a County, Burgh or District) for the purpose of elections for the council of that area.

(2) A person entitled as a resident to be registered as a local government elector in a local government area (i.e., a County, Burgh or District) is not entitled to be registered as a non-resident for the purpose of elections for the council of that area.

(3) There is no right to be registered if the gross annual value of the subjects is less than £10, or, in the case of a joint ownership, less than £10 for each of the joint owners.

(4) Attention is directed to the notes on the other side of this form.

(5) THE QUALIFYING DATE IS.....

THIS RETURN MUST BE SIGNED BELOW

I hereby declare that the particulars given above are true and accurate to the best of my knowledge and belief.

Signature.....

Date.....

Regulation 64.

FORM B 2: RETURN IN RESPECT OF A NON-RESIDENT QUALIFICATION—OCCUPATION AS TENANT

Front of Form

REPRESENTATION OF THE PEOPLE ACTS

REGISTRATION OF ELECTORS

In order to assist the preparation of the register of local government electors you are hereby required, in pursuance of the above-mentioned Acts, to complete this form and return it to me WITHIN SEVEN DAYS.

..... ELECTORAL REGISTRATION OFFICER

Failure to make this return promptly may deprive a person of the right to vote and a person who fails to give the required information or who gives false information is liable to a penalty of £20.

Back of Form

FORM B 2: RETURN IN RESPECT OF A NON-RESIDENT QUALIFICATION—OCCUPATION AS TENANT

Address of Subjects.....

Gross annual value of Subjects.....

The following information must be given for each occupier as tenant who is a British subject or citizen of Eire. Where the premises are jointly occupied, the particulars must be stated for each joint occupier.

Name of each person having interest as occupier. If one person has sole interest, state so		Nationality	Whether occupier as tenant on the qualifying date	Whether 21 years of age or over on the qualifying date. State "Yes" or "No"	Address of Private Residence, i.e., residence for purposes of qualification as resident on the qualifying date. (*See* Note 2 below)	Addresses of any other subjects owned or occupied as tenant in the Burgh or County on the qualifying date
SURNAME (Write in BLOCK CAPITALS)	Other Names in full (Write in BLOCK CAPITALS)					

NOTES.—(1) A person is not entitled to be registered more than once as a local government elector in a local government area (i.e. a County, Burgh or District) for the purpose of elections for the council of that area.

(2) A person entitled as a resident to be registered as a local government elector in a local government area (i.e. a County, Burgh or District) is not entitled to be registered as a non-resident for the purposes of elections for the council of that area.

(3) There is no right to be registered if the gross annual value of the subjects is less than £10, or, in the case of a joint occupation, less than £10 for each of the joint occupiers.

(4) Attention is directed to the notes on the other side of this form.

(5) THE QUALIFYING DATE IS.....

THIS RETURN MUST BE SIGNED BELOW

I hereby declare that the particulars given above are true and accurate to the best of my knowledge and belief.

Signature.....

Date.....

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

Regulation 7.

REPRESENTATION OF THE PEOPLE ACTS

Constituency of .....
*Registration units .....

*Except where the electoral registration officer acts for part only of the constituency it shall be sufficient for the notice to refer to "all registration units" without further specifying them.

I hereby give notice that the electors lists for the spring/autumn register to be published on are now available for inspection at my office and at—

.....

.....

Claims and objections in respect of the lists must be received by me at the address below on or before.....; an objection to a claim may be made within three days after the claim has been made.

Every claim or objection must be in the prescribed form, or a form to the like effect. Forms may be obtained from me at the address below.

A claim to be registered as a parliamentary or local government elector, or both, or to be registered for a qualification other than that shown in the lists, may be made by any person either on his own behalf or on behalf of another person. The person for whom the claim is made must be a British subject or citizen of Eire, must have one of the qualifications mentioned below and must have been aged twenty-one years or over on the qualifying date which is .....

The qualifications are—

(i) for parliamentary and local government electors, residence on the qualifying date: a service voter must have made a service declaration on or before that date;

(ii) for local government electors only, ownership or occupation as tenant on the qualifying date of any rateable land or premises of the gross annual value of not less than £10.

An objection to another person's registration as a parliamentary or local government elector can only be made by a person who, according to the electors list, is himself entitled to be registered in the constituency or local government area concerned.

.....
Electoral Registration Officer

Address.....

Date.....

FORM D: PROXY PAPER

Regulation 28.

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

*Delete whichever is inapplicable.

(Qualifying address) .....
.....

*Delete whichever is inapplicable.

to vote for him/her at *the parliamentary election for the above constituency on ..... / any election held after.....for the above parliamentary constituency or local government electoral area(s) (*see* note 1).

.....
Electoral Registration Officer

Address.....

.....

Date.....

Note 1. If your appointment as proxy is for a particular parliamentary election, it will only be valid for that election. In other cases your appointment will continue in force until the 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.

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 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.

Note 2. To vote as proxy 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 the elector is a service voter, AND either—

(*a*) you are entitled to vote by post in respect of your own vote at parliamentary elections in the constituency or at local government elections in the electoral area named above, or

(*b*) in the case of parliamentary elections only, your address is not in the same area as the service voter's qualifying address, i.e., within the same burgh or the same county electoral division.

Any application to vote by post as proxy should be made on Form R.P.F. 11 which may be obtained from the electoral registration officer.

Forms for use by returning officers

Regulation 63.

FORM E: ELECTOR'S OFFICIAL POLL CARD

Front of card

The front of the card shall state the elector's name as given in the register, and his qualifying address and number on the register.

Form of back of card

PARLIAMENTARY ELECTION

.....CONSTITUENCY.

Polling day .....

The poll will be open from 7 a.m. to 9 p.m.

Your polling station will be—

.....

.....

When you go there 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 only vote for one candidate. If you put any other mark on the ballot paper, your vote may not be counted.

Then fold the ballot paper in two 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 63.

Front of card

The front of the card shall state the proxy's name and address.

Form of back of card

PARLIAMENTARY ELECTION

.....CONSTITUENCY.

Polling day .....

The poll will be open from 7 a.m. to 9 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*:—

.....

.....

*Insert the elector's name as given in the register, and his qualifying address and number on the register.

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.

Issued by the returning officer.

Regulation 33.

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—

*(*a*) as a constable, or

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

Signature .....

*Police rank
(Inspector or above)

.....

*Capacity
(Returning officer)

Date.....

*Delete whichever is inapplicable.

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.

Regulation 35.

FORM H: DECLARATION OF IDENTITY

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 and the envelope in which it was enclosed (both of which I now produce) were sent.

Voter's signature.....

The above named, who is personally known to me, has produced the ballot paper and the envelope above referred to, and has signed the above declaration in my presence.

Witness's signature.....

If witness is serving in the forces, state number (if any), ship, unit and corps, rank, &c. { ....

If witness is not serving in the forces, state address. { ....

[*See Instructions on the back of this Form.*]

Back of Form

INSTRUCTIONS TO THE VOTER

1. *Before marking* the accompanying ballot paper the voter must produce—

(i) the ballot paper showing the number thereon,

(ii) this declaration, and

(iii) the envelope in which the voter has received this declaration and the ballot paper,

to some person to whom the voter is known, who will witness the declaration of identity (*see other side*).

2. The voter must sign the declaration of identity in *the presence of the witness.*

3. The voter may vote for not more than..... candidate(s).

4. The voter must vote by marking the ballot paper on the right hand side with a cross opposite the name of the candidate for whom he or she votes, thus X.

The voter should not allow any person to see how he or she has voted.

5. Immediately after voting the voter must place the marked ballot paper in the enclosed small envelope on which are printed the words "ballot paper envelope" and fasten it up. The voter must then place the ballot paper envelope, *together with this paper,* in the other larger enclosed envelope addressed to the returning officer and despatch the same by post without delay. *Unless the voter returns the ballot paper at once it may be too late to be counted.*

6. If more than one ballot paper is received it must be remembered that it is illegal to vote more than once (otherwise than as proxy) at the same parliamentary general election or bye-election [*if a local government election.* at an election for the same county, burgh or district council].

Forms for use by service voters

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

Regulation 52.

REPRESENTATION OF THE PEOPLE ACTS

Part 1.

Surname .....
(block letters)

Other names .....

Service .....Corps or Regiment.....

Rank or rating.....Service No.....

Present Service address.....

.....

National Registration No. before joining, if known.....

I HEREBY DECLARE that I am a British subject or citizen of Eire

*over 21 years of age, / under 21 years of age, born on

Day	Month	Year
	:	:

* Delete whichever is inapplicable.

and reside or but for my service would reside in the United Kingdom at:—

(Full postal address).....

.....

I hereby cancel any previous declaration made by me.

Signed..... Date.....

Signature of attesting officer.....

Rank.....

Part 2.

PROXY APPOINTMENT

(If you want a proxy appointed to vote for you in your absence, fill in and sign this part of the form, as well as Part 1.)

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

Names of first choice.....
(block letters)

Postal address.....

.....

Relationship, if any, of first choice to elector.....

OR IF HE OR SHE CANNOT ACT

Names of second choice.....
(block letters)

Postal address .....

.....

Relationship, if any, of second choice to elector.....

Signed..... Date.....

Regulation 52.

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

REPRESENTATION OF THE PEOPLE ACTS

Part 1.

Surname.....
(block letters)

Other names.....

National Registration No.....

Full names of husband.....

His Service..... Service No.....

Rank or rating.....

I HEREBY DECLARE that:—

(1) I am a British subject or citizen of Eire.

*Delete whichever is inapplicable.

*over 21 years of age, / *under 21 years of age, born on

Day	Month	Year
	:	:

(2) I am residing, or expect to go abroad within six weeks (*see* note 1) to reside, outside the United Kingdom to be with my husband, who is a member of the forces.

(3) But for my husband's service I would be residing in the United Kingdom at:—

(Full postal address).....

.....

I hereby cancel any previous declaration made by me.

Signed.....Date.....

Signature of attesting officer (*see* note 2).....

Rank or position.....

Note 1.—A service declaration made by the wife of a member of the forces about to leave the United Kingdom must not be made more than six weeks before the date on which she expects to leave.

Note 2.—This declaration must be attested by a commissioned officer or by an officer of a Government department.

Part 2.

Part 2 of this form shall be the same as Part 2 of Form J in this Schedule.

FORM L: SERVICE DECLARATION AND APPLICATION FOR APPOINTMENT OF PROXY BY A CROWN SERVANT

Regulation 54.

REPRESENTATION OF THE PEOPLE ACTS

Part 1.

Surname.....
(block letters)

Other names.....

National Registration No.....

I HEREBY DECLARE that:—

(1) I am a British subject or citizen of Eire

*over 21 years of age, / under 21 years of age, born on

Day	Month	Year
:	:	

*Delete whichever is inapplicable.

(2) I am employed, or leaving the United Kingdom to take up employment (*see* note 1), in the service of the Crown in a post outside the United Kingdom under†.....

†Insert name of Government department.

Description of post.....

(3) I would be, but for my service abroad, residing in the United Kingdom at:—

(Full postal address).....

.....

I hereby cancel any previous declaration made by me.

Signed.....Date.....

Signature of person attesting.....

Rank or official position (*see note* 2).....

Note 1.—A service declaration made by a person about to leave the United Kingdom must not be made more than six weeks before the date on which he or she expects to leave.

Note 2.—This declaration must be attested by an officer of or designated by the Government department under which the declarant is employed 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.

Part 2.

Part 2 of this form shall be the same as Part 2 of Form J in this Schedule

Regulation 54.

FORM M: SERVICE DECLARATION AND APPLICATION FOR APPOINTMENT OF PROXY BY THE WIFE OF A CROWN SERVANT

REPRESENTATION OF THE PEOPLE ACTS

Part 1.

Surname.....
(block letters)

Other names.....

National Registration No.....

Full name of husband.....

I HEREBY DECLARE that:—

(1) I am a British subject or citizen of Eire

*Delete whichever is inapplicable.

*over 21 years of age, / under 21 years of age, born on

Day	Month	Year
	:	:

(2) I am residing, or expect to go abroad within six weeks (*see* note 1) to reside, outside the United Kingdom to be with my husband, who is employed, or is leaving the United Kingdom to take up employment, in the service of the Crown in a post outside the United Kingdom under†.....

†Insert name of Government department.

Description of post.....

(3) But for my husband's service I would be residing in the United Kingdom at:—

(Full postal address).....

.....

I hereby cancel any previous declaration made by me.

Signed.....Date.....

Signature of person attesting.....

Rank or official position, etc. (*see* note 2).....

Note 1.—A service declaration made by a person about to leave the United Kingdom must not be made more than six weeks before the date on which she expects to leave.

Note 2.—This declaration must be attested by an officer of, or designated by the Government department under which the declarant's husband is employed 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.

Part 2.

Part 2 of this form shall be the same as Part 2 of Form J in this Schedule

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

Regulation 24.

REPRESENTATION OF THE PEOPLE ACTS

I, (Surname) .....
(block letters)
(Other names).....
(Rank) .....
am registered as a service voter for

.....
(Give qualifying home 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)
.....

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

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

Note 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 O1: CLAIM TO BE REGISTERED IN RESPECT OF RESIDENCE AS A PARLIAMENTARY AND LOCAL GOVERNMENT ELECTOR

Regulation 9.

REPRESENTATION OF THE PEOPLE ACTS

Last date for lodging Claims.....

Claim to be Registered.

To the Registration Officer for.....
.....

1. Surname.
2. Other names in full.
3. Full postal address of claimant's usual residence as at qualifying date.* (Where applicable, state street, name and number of house.)
4.—(*a*) Was claimant a member of the Services during the past year?
(*b*) Had claimant made a Service Declaration?
(*c*) If so, what was the residential address inserted on the Service Declaration? (Where applicable state street, name and number of house.)
(*d*) If claimant has been discharged from the Services during the past year, state date of discharge.

DECLARATION

The above particulars are true and correct in all respects. The claimant is a British subject or citizen of Eire and had attained the age of twenty-one years on the qualifying date. He/she claims the parliamentary and local government franchise in accordance with the above particulars.

Signature of claimant or person signing on behalf of claimant—

.....

Address of person signing (if not the claimant)—

.....

Dated.....

NOTES

* The qualifying date is 1st December for the spring register (published on 15th March) and 15th June for the autumn register (published on the 1st October).

The qualifications for registration are—

Residents within the constituency or local government electoral area as at the qualifying date.

A service voter must have made a Service Declaration on or before that date.

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

Regulation 9.

FORM O2: CLAIM TO BE REGISTERED AS A LOCAL GOVERNMENT ELECTOR IN RESPECT OF A NON-RESIDENT QUALIFICATION IN RESPECT OF OWNERSHIP OR OCCUPATION AS TENANT OF LANDS AND HERITAGES

REPRESENTATION OF THE PEOPLE ACTS

Last date for lodging Claims.....

To the Registration Officer for.....

.....

---

1. Surname.
2. Other names in full.
3. Full postal address of lands and heritages for which claimant claims to be registered. (Where applicable, state street, name and number of house.)
4. Was claimant—
   (i) the owner or joint owner or
   (ii) the occuper or joint occupier as tenant of the lands and heritages on the qualifying date.*
5. In the case of joint ownership and joint occupation, state the number of joint owners or joint occupiers.
6.—(*a*) Are rates payable in respect of the lands and heritages?
   (*b*) If so, what is the gross annual value?

7. Full postal address of claimant's usual residence as at the qualifying date. (Where applicable, state street, name and number of house.)
8. Was claimant—
   (i) Owner or joint owner or
   (ii) occupier or joint occupier
   as tenant of any other lands and heritages in the county/burgh on the qualifying date. If so, give full postal address of each.
9. In the case of a county, is the local government franchise claimed for
   (*a*) county council election
   (*b*) district council elections
   (state "yes" or "no" to each).

DECLARATION

The above particulars are true and correct in all respects. The claimant is a British subject or citizen of Eire and had attained the age of twenty-one years on the qualifying date. He/she claims the local government franchise in accordance with the above particulars.

Signature of claimant or person signing on behalf of claimant—

.....

Address of person signing (if not the claimant)—

.....

Dated.....

NOTES

* The qualifying date is 1st December for the spring register (published on 15th March) and 15th June for the autumn register (published on 1st October).

The qualifications for registration are—

Ownership or occupation as tenant on the qualifying date of any rateable lands and heritages of the gross annual value of not less than £10 in respect of which rates are payable (or in the case of joint ownership or joint occupation, £10 for each joint owner or occupier).

A person is not entitled to be registered more than once in any local government area (i.e., any county, burgh or district) for the purpose of elections for the council of that area. In particular, a person who is entitled to be registered as a resident in an area is not entitled to be registered also as a non-resident in the same area.

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

Regulation 9.

FORM P: FORM OF OBJECTION

REPRESENTATION OF THE PEOPLE ACTS

ELECTORS LISTS

(If this form is sent to the registration officer by post, postage must be prepaid.)

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

To the registration officer for.....

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

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

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

†Delete if inapplicable.

The grounds of my objection are.....
.....
.....
.....

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

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

.....
.....
Signed .....
Address .....
Date.....

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

To the registration officer for.....

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

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

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

†Delete if inapplicable.

The grounds of my objection are
.....
.....
.....

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

*Here insert extract from printed lists, stating registration unit.

.....
.....
Signed .....
Address .....
Date.....

FORM Q: APPLICATION TO BE TREATED AS AN ABSENT VOTER FOR AN INDEFINITE PERIOD

Regulation 24.

REPRESENTATION OF THE PEOPLE ACTS

(Not applicable to service voters)

I, (Surname) .....
(block letters)

(Other names) .....

am qualified to be registered as an elector for

(Address) .....

.....

and I apply to be treated as an absent voter at parliamentary and local government elections (*see* note 1) because

*(1) I am likely to be unable to go in person to the polling station (or, where (*b*) below applies, to vote unaided)—

*(*a*) owing to my occupation/service/employment as

, or

*(*b*) by reason of blindness or other physical incapacity (*see* note 2)

or *(2) 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 to which ballot paper is to be sent (if different from address given above).

.....

.....

*Delete whichever is inapplicable.

CERTIFICATE

To be completed by a registered medical practitioner where (1) (*b*) above applies.

I certify that the above statement is correct and that the applicant's inability, owing to physical incapacity, to vote in person/unaided is likely to continue for months/indefinitely.

Signature.....

Address .....

Date.....

Note 1.—This application, if allowed, will continue in force until you cancel it or cease to be registered at your present qualifying address or become registered in a different capacity, or until the electoral registration officer gives you notice to the contrary. If the application refers to a qualification as a parliamentary elector, it will be valid for all parliamentary and local government elections at which you are entitled to vote. If it refers to a qualification as a non-resident, it will be valid for all local government elections. A separate application should be made for each qualifying address.

Note 2.—Where the ground of the application is blindness or other physical incapacity, the certificate must be completed by a doctor.

Note 3.—If the ground of the application is the nature of your occupation, service or employment and you are likely to be at sea or out of the United Kingdom at the time of an election, you may apply on Form R.P.F. 10 to have a proxy appointed to vote for you, except in the case of a qualification as a non-resident.

Note 4.—If you have been appointed proxy for a service voter in the same parliamentary constituency or local government electoral area, you may apply on Form R.P.F. 11 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.

Note 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.

Regulation 24.

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

REPRESENTATION OF THE PEOPLE ACTS

I, (Surname) .....
(block letters)

(Other names) .....

am qualified to be registered as an elector for

(Address) .....

.....

and I apply to be treated as an absent voter at parliamentary elections because I no longer reside there but at

(New address) .....
(to which a ballot paper is to be sent)

.....

Signed.....Date.....

Note 1.—This application, if allowed, will continue in force for all parliamentary elections until the next register comes into force.

Note 2.—The application cannot be allowed if the address at which you now reside is in the same area as the address for which you are registered, i.e., within the same burgh or the same county electoral division.

Note 3.—If you have been appointed proxy for a service voter, you may apply on Form R.P.F. 11 to vote as such by post.

Note 4.—If you wish to notify another change of address, you should complete a fresh application on a similar form.

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

Regulation 24.

REPRESENTATION OF THE PEOPLE ACTS

I, (Surname) .....
(block letters)

(Other names) .....

am qualified to be registered as an elector for

(Address) .....

.....

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 His Majesty's reserve or auxiliary forces, namely.....;

*(*b*) my employment on polling day as a constable;

*(*c*) my employment on polling day by the returning officer in connection with the election in constituency/local government electoral area;

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

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

*Delete whichever is inapplicable.

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

Address to which a ballot paper is to be sent (if different from address given above)

.....

.....

Note 1.—Where (*a*), (*b*) or (*c*) above applies, the application may be made for any parliamentary or local government election. Where (*d*) applies, the application may be made for any parliamentary general election or ordinary local government election. Where (*e*) applies, the application may be made only for a parliamentary general election.

Note 2.—In the case of a parliamentary election only, if the ground of the application is service in His Majesty's reserve or auxiliary forces and you are likely to be at sea or out of the United Kingdom on polling day, you may apply on Form R.P.F. 10 to have a proxy appointed to vote for you.

Note 3.—If you have been appointed proxy for a service voter in the same constituency or local government electoral area, you may apply on Form R.P.F. 11 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 26.

FORM T: APPLICATION FOR APPOINTMENT OF PROXY

REPRESENTATION OF THE PEOPLE ACTS

I, (Surname) .....
(block letters)

(Other names) .....

am qualified to be registered as an elector for

(Address) .....

.....

I have applied to be treated as an absent voter—

*Delete whichever is inapplicable.

*(*a*) at parliamentary and local government elections owing to my occupation, service or employment; or

*(*b*) at the coming parliamentary election in constituency owing to my service in His 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 cannot act, the person named as second choice) to be appointed as proxy to vote for me.

PERSON TO BE APPOINTED PROXY (*see note* 2)

1. The elector must fill this up.

First choice:
Full names .....
Postal address .....
.....
Relationship, if any, to elector .....

2. The elector should fill this up as the first choice may not be able to act.

Second choice:
Full names .....
Postal address .....
.....
Relationship, if any, to elector .....

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

Note 1.—Where (*a*) above applies, unless you give notice to the electoral registration officer cancelling the appointment, a proxy appointed in consequence of this application will be entitled to vote for you at all parliamentary and local government elections so long as your application to be treated as an absent voter continues in force. Where (*b*) applies, the proxy's appointment will only be for a particular parliamentary election.

Note 2.—A person to be proxy must be a British subject or citizen of Eire, of full age and not subject to any legal incapacity to vote.

A person cannot vote as proxy at a parliamentary election in any constituency for more than two electors of whom he or she is not the husband, wife, parent, grandparent, brother, sister, child or grandchild.

FORM V: APPLICATION BY A SERVICE VOTER'S PROXY TO VOTE BY POST

Regulation 31.

REPRESENTATION OF THE PEOPLE ACTS

I, (Surname) .....
(block letters)

(Other names) .....

have been appointed proxy for

(†Name) .....

who is registered as a service voter for

(†Qualifying address) .....

.....

(† As shown on proxy paper.)

and I apply to vote by post as proxy for the above-named service voter because

*(*a*) I am entitled to vote by post as an absent voter: the address for which I am registered as an elector is—

.....

.....; or

*Delete whichever is inapplicable.

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

A ballot paper should be sent to me at the following address:—

.....

.....

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

Note 1.—Where (*a*) above applies, this application, if allowed, will be valid for any parliamentary or local government election 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 service voter.

Note 2.—Where (*b*) above applies, the application cannot be allowed if your address is in the same area as the address for which the service voter is registered, i.e., within the same burgh or the same county electoral division.

Regulation 64.

FORM W: RETURN OF EXPENSES REQUIRED BY SECTION 42 OF THE REPRESENTATION OF THE PEOPLE ACT, 1948, 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.....

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 42 of the Representation of the People Act, 1948, to be authorised by the election agent, amounted to £.....

The written authority of the election agent is annexed hereto.

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

Regulation 64.

FORM X: DECLARATION AS TO EXPENSES REQUIRED BY SECTION 42 OF THE REPRESENTATION OF THE PEOPLE ACT, 1948, 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 42 of the Representation of the People Act, 1948, 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 of declarant.....

Office held by declarant.....
(In the case of an association or body of persons)

Date.....

SECOND SCHEDULE

Regulation 34.

TABLE OF COMPARISON OF ELECTION RULES

First Schedule to the Ballot Act, 1872	Part III of the Second Schedule to the Local Government (Scotland) Act, 1947
Rule 24	Para. 18
„ 32	„ 29
„ 34	„ 31
„ 38	„ 40

EXPLANATORY NOTE

(This Note is not part of the Regulations, but is intended to indicate their general purport.)

These Regulations, which extend to Scotland only, deal with the registration of electors; the procedure to be followed in connexion with applications to be treated as absent voters, the appointment of proxies, the issue of and receipt of postal ballot papers, and the registration of service voters; and various related matters. The Regulations also prescribe appointed days for various provisions of the Representation of the People Act, 1948. The provisions which relate to voting by post or by proxy at local government elections or amend the local elections rules will come into force for the ordinary local government elections in 1949; those relating to corrupt and illegal practices will come into force, for local government elections, as soon as the Regulations are approved, and for parliamentary elections, on the 16th October, 1949.

(2) LOCAL GOVERNMENT ELECTIONS

Act of Sederunt (Local Government Elections: Prescribed Officers) 1949

1949 No. 560 (S. 26)

Made - - - - 17*th March*, 1949
Coming into Operation 17*th March*, 1949

The Lords of Council and Session, by virtue of the powers conferred upon them by sections 2 and 47 of the Elections (Scotland) (Corrupt and Illegal Practices) Act, 1890(a) as read along with section 38 of the Representation of the People Act, 1948(b) (hereinafter referred to as "the Act of 1948"), and of all other powers competent to them in that behalf do hereby enact as follows:—

(1) For the purposes of sections 24 and 26 of the Corrupt and Illegal Practices Prevention Act, 1883(c) (hereinafter referred to as "the Act of 1883") as applied subject to modifications to local government elections

(a) 53 & 54 Vict. c. 55. (b) 11 & 12 Geo. 6. c. 65.
(c) 46 & 47 Vict. c. 51.