

Notes on how to complete this form

- 1 If the address is pre-printed, please check this is correct and make any changes where necessary. If this section is blank, please enter your current address
- 2 Please enter your previous address(es) and date(s) of move. We will tell the Electoral Registration Officer for your old address(es) that you have moved so that your name(s) can be removed from that register. People who live at two homes (including students) are allowed to register at both. If you do not want to be removed from your other address please explain why in Part 4.
- 3 Add the name(s) of the eligible persons resident at this address.

In order to be included in the Register a person must :-

- (a) be resident at a qualifying address in the area;
- (b) be a British or other Commonwealth Citizen, a Citizen of the Republic of Ireland or of another Member state of the European Union;
- (c) not subject to any legal incapacity to vote (age apart);
- (d) be aged 18 years or over before 1 December 2011
- (e) or have made a Service Declaration, Declaration of Local Connection or Overseas Declaration. These electors can register by a separate application form

The eligible **European Union** states are:

Austria, Belgium, Bulgaria, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Italy, Ireland, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Poland, Portugal, Romania, Slovakia, Slovenia, Spain and Sweden.

If you are aged **16 or 17 years** please enter your Date of Birth.

In the **Jury Service** box, if you are aged 70 years or more please put a ✓ opposite your name.

If you wish to Opt-Out of appearing in the **Edited Register** please put a ✓ in the Edited Register box opposite your name.

The Electoral Registration Officer makes and keeps two versions of the electoral register - the full register and the edited register. The full register lists everyone who is entitled to vote and includes their address. You can check it by calling at the council offices or at some local libraries. Only certain people and organisations can have copies of the full register, and they can only use it for specified purposes. The main use of the full register is for elections and referendums, but it can also be used for other purposes such as the prevention and detection of crime and for checking your identity when you have applied for credit. Details of others who can have copies of the full register and what they can use it for are given in the Representation of the People (England and Wales) (Amendment) Regulations 2002 (SI 2002 No.1871). It is a criminal offence not to comply with the regulations. For example, it is a criminal offence either to pass the full register on to anyone or to use it for any purpose, except as allowed by the regulations. These regulations are available on the internet at www.legislation.hmso.gov.uk/stat.htm or you can buy a copy from The Stationery Office Ltd. The edited register leaves out the names and

addresses of people who have asked for them to be excluded from that version of the register. The edited register can be bought by anyone who asks for a copy and they may use it for any purpose.

If you would like a **Postal Vote** for all elections until further notice that will be sent to your current address then please tick the box opposite your name. For all other absent votes please contact the Electoral Registration Officer

All persons listed **MUST SIGN** opposite his or her name. Anyone who does not sign opposite his or her name cannot be added to the Register.

- 4 Please give you reason(s) for not wanting your details to be removed from your previous register.
- 5 Please date the application.
- 6 Please return this form to the address shown.

In accordance with the Representation of the People Acts, any application to be registered as an elector is subject to public inspection to allow for objection to the application to be made. At the end of this period of public inspection (if no objection has been received) the applicant may be added to the Register of Electors on the 1st day of the month.

During election periods, if your registration form is received 11 working days before polling day - and no objection is made - you will be eligible to vote in that election. However, your details will only be published on the electoral register from the beginning of the month following polling day.

If we get the form before...

Thursday, 10 March 2011
Thursday 14 April 2011
Tuesday, 10 May 2011
Thursday, 9 June 2011
Friday, 8 July 2011
Wednesday 10 August 2011

The details will be changed on

Friday, 1 April 2011
Tuesday, 26 April, 2011
Wednesday, 1 June 2011
Friday, 1 July 2011
Monday, 1 August 2011
Thursday, 1 September 2011

There is no monthly update during September, October or November during the annual canvas period when all households have to register. A new Register is published on 1 December

How to get in touch with us:

Electoral Services Office, West Lancashire Borough Council, 52 Derby Street, Ormskirk, L39 2DF.

Tel Helpline: 01695 585018

e-mail elections.office@westlanacs.gov.uk

Website: westlanacs.gov.uk/elections