

SCHEDULES

SCHEDULE 5

COMBINATION OF POLLS: ENGLAND

PART 3

FORMS REFERRED TO IN PART 1

Note - The forms contained in this Part may be adapted so far as circumstances require.
FORM 1 - FORM OF CORRESPONDING NUMBER LIST (TO BE USED FOR COMBINED POLLS)

Status: This is the original version (as it was originally enacted).

Paragraphs 9(2) and 10(3)

Voting area/electoral division/electoral area/ward/parish: Date of Poll: Sheet No.:
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Ballot Paper Number <i>(identify the number issued for the referendum/election)</i>	Unique Identifying Mark	Elector Number <i>(to be completed only in respect of ballot papers issued to postal voters)</i>

FORM 2 - FORM OF POSTAL VOTING STATEMENT (FOR USE WHERE PROCEEDINGS ON ISSUE AND RECEIPT OF POSTAL BALLOT PAPERS COMBINED)

Status: This is the original version (as it was originally enacted).

Paragraph 13(2)

Postal Voting Statement

*Voter's name: Ballot paper nos.

*Counting officer to insert name but omit where ballot papers sent to an anonymous elector
[other identifying mark]

You must provide your [# signature and] date of birth. If you do not, the postal voting statement will be invalid and your vote will not be counted.

I AM THE PERSON THE BALLOT PAPERS NUMBERED ABOVE WERE SENT TO

Date of birth

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

 (voter's date of birth)

#Signature

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 (voter's signature)
IMPORTANT - Keep signature within border

#(Counting officer to omit where a person has been granted a waiver)

It is an offence to vote using a ballot paper that is not addressed to you.

PLEASE READ INSTRUCTIONS TO THE VOTER

Status: This is the original version (as it was originally enacted).

Issued by the counting officer

INSTRUCTIONS TO THE VOTER

Complete the ballot papers yourself and in private. If you need help, contact the counting officer's staff as shown below.

[contact details for assistance; include address as appropriate]

1. You must provide your [#signature and] date of birth. If you do not, the postal voting statement will be invalid and your vote(s) will not be counted.
2. When you are voting in the referendum on the voting system for United Kingdom parliamentary elections (*[insert colour of ballot paper]* ballot paper), mark a cross (X) in the box on the right hand side of the ballot paper opposite the answer you are voting for. Vote in one box only. Do not mark the ballot paper in any other way or your vote may not be counted.
3. [When you are voting in a local government election (*[insert colour of ballot paper]* ballot paper), mark a cross (X) in the box on the right hand side of the ballot paper opposite the name of the candidate[s]* you are voting for. [Vote for ONE candidate only.]* [Vote for no more than *[specify number]* candidates.]* Do not mark the ballot paper in any other way or your vote may not be counted.]*
4. [When you are voting in a *[specify parish council]* election (*[insert colour of ballot paper]* ballot paper), mark a cross (X) in the box on the right hand side of the ballot paper opposite the name of the candidate[s]* you are voting for. [Vote for ONE candidate only.]* [Vote for no more than *[specify number]* candidates.]* Do not mark the ballot paper in any other way or your vote may not be counted.]*
5. [When you are voting in a *[specify]* referendum (*[insert colour of ballot paper]* ballot paper) mark a cross (X) in the box on the right hand side of the ballot paper opposite the answer you are voting for. Vote once only. Do not mark the ballot paper in any other way or your vote may not be counted.]*
6. [When you are voting for an elected Mayor (*[insert colour of ballot paper]* ballot paper), mark a cross (X) in the box on the right hand side of the ballot paper opposite the name of the candidate[s]* you are voting for. [Vote for ONE candidate only.]* [Vote ONCE (X) in column one for your first choice and vote ONCE (X) in column two for your second choice.]* Do not mark the ballot paper in any other way or your vote may not be counted.]*
7. If you need help voting, the person helping you must not tell anyone how you voted.
8. Put all the ballot papers in the small envelope marked **A** and seal it.
9. Complete the postal voting statement by [#signing it, and] providing your date of birth.
10. Then put the envelope marked **A** together with the postal voting statement in the larger envelope marked **B**. Return it straightaway.
11. **After receiving this postal vote, you cannot vote in person at a polling station in the referendum[s]* or election[s]*.**

Status: This is the original version (as it was originally enacted).

12. If you accidentally spoil any of your ballot papers, you can apply to the counting officer for replacements before 5 pm on [day/date of poll]. You must return all the ballot papers, the postal voting statement and the envelopes marked **A** and **B**. Make sure you contact the counting officer as soon as possible.

! Your ballot papers and the postal voting statement must be received by the counting officer by 10 pm on [day/date of poll]. You can deliver your completed postal votes to any polling station in your voting area on polling day.

It is an offence to vote using a ballot paper that is not addressed to you.

It is illegal to vote more than once in the same referendum (unless you are appointed as a proxy for another person).

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

#(Counting officer to omit where a person has been granted a waiver)

**Delete as appropriate*

FORM 3 - FORM OF POSTAL VOTING STATEMENT (FOR USE WHERE PROCEEDINGS ON ISSUE AND RECEIPT OF POSTAL BALLOT PAPERS NOT COMBINED)

Status: This is the original version (as it was originally enacted).

Paragraph 14(2)

Postal Voting Statement

*Voter’s name: Ballot paper no.
(insert colour)

*Counting officer to insert name but omit where ballot papers sent to an anonymous elector
[other identifying mark]

You must provide your [# signature and] date of birth. If you do not, the postal voting statement will be invalid and your vote will not be counted.

I AM THE PERSON THE BALLOT PAPER NUMBERED ABOVE WAS SENT TO

Date of birth

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

 (voter’s date of birth)

#Signature

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 (voter’s signature)
IMPORTANT - Keep signature within border

*(Counting officer to omit where a person has been granted a waiver)

It is an offence to vote using a ballot paper that is not addressed to you.

Status: This is the original version (as it was originally enacted).

PLEASE READ INSTRUCTIONS TO THE VOTER

Issued by the counting officer

INSTRUCTIONS TO THE VOTER

Complete the ballot paper yourself and in private. If you need help, contact the counting officer's staff as shown below.

[contact details for assistance; include address as appropriate]

1. You must provide your [#signature and] date of birth. You must do this even if you have already signed a postal voting statement in respect of [an election]*[or]*[another referendum]* to be held on the same day. If you do not, the postal voting statement will be invalid and your vote will not be counted.
2. Vote by marking one box only. Do not mark the ballot paper in any other way or your vote may not be counted.
3. Mark a cross (X) in the box on the right hand side of the ballot paper opposite the answer you are voting for.
4. If you need help in voting, the person helping you must not tell anyone how you voted.
5. Put the ballot paper in the small envelope marked **A** and seal it.
6. Complete the postal voting statement by [#signing it, and] providing your date of birth.
7. Then put the envelope marked **A** together with the postal voting statement in the larger envelope marked **B**. Return it straightaway.
8. **After receiving this postal vote, you cannot vote in person at a polling station in this referendum.**
9. If you accidentally spoil your ballot paper, you can apply to the counting officer for a replacement before 5 pm on [day/date of poll]. You must return the spoiled ballot paper, the postal voting statement and the envelopes marked **A** and **B**. Make sure you contact the counting officer as soon as possible.

! Your ballot paper and the postal voting statement must be received by the counting officer by 10 pm on [day/date of poll]. You can deliver your completed postal vote to any polling station in your voting area on polling day.

It is an offence to vote using a ballot paper that is not addressed to you.

It is illegal to vote more than once (unless you are appointed as a proxy for another person) in this referendum.

#(Counting officer to omit where a person has been granted a waiver)

**Delete as appropriate*

FORM 4 - FORM OF CORRESPONDING NUMBER LIST (TO BE USED IN POLLING STATIONS FOR COMBINED POLLS)

Paragraph 19(1)

<p>Voting area/electoral division/electoral area/ward/parish: </p> <p>Date of Poll:</p> <p>Polling Station:</p> <p>Sheet No.:</p>

Ballot Paper Number (<i>identify the number issued for the referendum/election</i>)	Elector Number

FORM 5 - GUIDANCE FOR VOTERS TO BE EXHIBITED INSIDE AND OUTSIDE EVERY POLLING STATION

Paragraph 21(1)

1. When you are given your ballot papers go to one of the compartments.
2.
 - A. At the referendum on the voting system for United Kingdom parliamentary elections mark a cross (X) in the box on the right hand side of the *[specify colour]* ballot paper opposite the answer you are voting for.
 - [B. At the local government election(s) mark a cross (X) in the box on the right hand side of *[the]* [each]** ballot paper opposite the name of *[the]* [each]** candidate you are voting for. The ballot paper[s]* for the local government election(s) *[is]* [are]** coloured *[specify colour(s)]*. *[Vote for ONE candidate only.]*[Vote for no more than *[specify number]* candidates.]**
 - [C. At the *[specify parish council]* election mark a cross (X) in the box on the right hand side of the *[specify colour]* ballot paper opposite the name of the candidate[s]* for whom you are voting. *[Vote for ONE candidate only.]*[Vote for no more than *[specify number]* candidates.]**
 - [D. At the *[specify]* referendum mark a cross (X) in the box on the right hand side of the *[specify colour]* ballot paper opposite the answer you are voting for.]*
 - [E. At the Mayoral election mark a cross (X) in the box on the right hand side of the *[specify colour]* ballot paper opposite the name[s]* of the candidate[s]* you are voting for. *[Vote for ONE candidate only.]* [Vote ONCE in column one for your first choice and vote ONCE in column two for your second choice.]**
3. Fold each ballot paper in two. Show the presiding officer the number and other unique identifying mark on the back of the ballot paper, but do not let anyone see your vote. Put each ballot paper in the *[appropriate]** ballot box and leave the polling station.
4. Vote once only in *[each]*[the]** referendum and vote only for the number of candidates specified on each ballot paper for an election. Put no other mark on the ballot paper, or your vote may not be counted.
5. If by mistake you spoil a ballot paper, show it to the presiding officer and ask for another one.

* Complete or omit as necessary.

FORM 6 - GUIDANCE FOR VOTERS TO BE EXHIBITED IN EVERY POLLING STATION COMPARTMENT

Status: This is the original version (as it was originally enacted).

Paragraph 22(1)

REFERENDUM ON THE VOTING SYSTEM FOR
 UNITED KINGDOM PARLIAMENTARY ELECTIONS

*[specify colour] ballot paper

Mark one box only.

*[specify name of council] COUNCIL ELECTION

*[specify colour] ballot paper

*vote for no more than [specify number] candidates

*vote for ONE candidate only

*[specify name of parish] COUNCIL ELECTION

*[specify colour] ballot paper

*vote for no more than [specify number] candidates

*vote for ONE candidate only

*[SPECIFY OTHER] REFERENDUM

*[specify colour] ballot paper

Mark one box only.

*ELECTION OF THE MAYOR OF [specify name of council]

*[specify colour] ballot paper

*vote for ONE candidate only

*vote ONCE for your first choice and ONCE for your second choice

PUT NO OTHER MARKS ON THE BALLOT PAPERS OR YOUR VOTES MAY
 NOT BE COUNTED.

* Complete or omit as necessary.

FORM 7 - FORM OF CERTIFICATE OF EMPLOYMENT

Paragraph 25(2)

Referendum on the voting system for United Kingdom parliamentary elections

[insert name of voting area]

I certify that (name) who is numbered in the register of electors cannot reasonably be expected to go in person to the polling station allotted to him or her in the referendum on *(date of poll)* by reason of the particular circumstances of his or her employment on that date for a purpose connected with the referendum *as a constable / *by me.

*Delete whichever is inappropriate.

Signature

*Counting officer / police officer (inspector or above)

Date

Note: The person named above is entitled to vote at any polling station in the voting area specified above on production and surrender of this certificate to the presiding officer.

FORM 8 - FORM OF DECLARATION TO BE MADE BY THE COMPANION OF A VOTER WITH DISABILITIES

Status: This is the original version (as it was originally enacted).

Paragraph 31(1)

I, (name of companion)
of (address of companion)
having been requested to assist (name of voter)
[in the case of a person with disabilities voting as proxy, add
voting as proxy for (name of [elector]*
[or]* [voter]*)]
whose number on the register is to record their vote
at the [referendum(s)]* [and]* [election(s)]* being held in this [voting area]* [/]
local government area]* [/parish]*

hereby declare that

- (a) [I am entitled to vote as an [elector]* [or]* [voter]* at the said [referendum(s)]* [and]* [election(s)]*]*
- (b) [I am the #..... of the said voter and have attained the age of 18 years,]* and
- (c) I have not previously assisted any voter with disabilities [except (name of other [elector]* [or]* [voter]*), of (address of other [elector]* [or]* [voter]*)] to vote at the said [referendum(s)]* [or]* [election(s)]*]*.

#State the relationship of the companion to the voter.

*Delete as appropriate.

(Signed) (companion)

Date

I, the undersigned, being the presiding officer for the polling station for the [*insert name of voting area*] hereby certify that the above declaration, having been first read to the above-named declarant, was signed by the declarant in my presence.

(Signed).....

Date

Time (am/pm)

NOTES: (1) If the person making the above declaration knowingly and wilfully makes therein a statement false in a material particular, he or she will be guilty of an offence.

(2) A voter with disabilities is a voter who has made a declaration that he or she is so incapacitated by blindness or other disability, or by an inability to read, as to be unable to vote without assistance.