

SCHEDULE 5

THE NEIGHBOURHOOD PLANNING  
REFERENDUMS (COMBINATION OF POLLS) RULES

PART 8

Appendix of Forms

*Form 8 - Official Poll Card (to be sent to a voter voting in person)*

<b>OFFICIAL POLL CARD</b> (To be sent to a voter who is voting in person)	
<i>Front of card</i>	
<b>OFFICIAL POLL CARD</b>	
Relevant council:	Number on register:
Neighbourhood area:	*Name .....
Polling Day:	*Address .....
Polling hours: 7 a.m. to 10 p.m.	<i>*(Counting Officer to omit where poll card sent to a person with an anonymous entry on the register. Poll card to such a person must be delivered in a sealed envelope.)</i>
Your polling station will be:	
<b>* This card is for information only. You can vote without it, but it will save you time if you take it to the polling station and show it to the clerk there.</b> <b>SEE FURTHER INFORMATION ON THE BACK OF THIS CARD</b>	

*Back of card*

REFERENDUM ON [*specify: the neighbourhood plan / the neighbourhood development order or the community right to build order*] FOR [*specify name of neighbourhood area*]

\*When you go to the polling station, tell the clerk your name and address, as shown on the front of the card.

\*The clerk will confirm your details on the register.

1. When you are given your ballot paper, go to one of the polling booths. Mark a cross (X) in the box next to the answer of your choice.
2. Vote ONCE only. Do not mark the ballot paper in any other way, or your vote may not be counted.
3. If you spoil your ballot paper by mistake, show it to the presiding officer and ask for a replacement.
4. Fold the 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 the ballot paper in the ballot box and leave the polling station.

If you will be away on the date of the poll–

- You can apply to vote by post. Your application form must be received before 5 p.m. on [-11 day/date deadline]. If you are given a postal vote, you will not be entitled to vote in person at this referendum.
- You can apply to vote by proxy (this means someone else can vote on your behalf). Your application must be received before 5 p.m. on [-6 day/date deadline]. If you appoint a proxy, you can still vote at this referendum yourself if you do so before your proxy has voted for you.
- In certain circumstances it may be possible to apply to vote by proxy after [-6 day/date deadline].

To change any of your voting arrangements please contact [*helpline number*] as soon as possible.

Issued by the Counting Officer

[*Where poll card sent to a person with an anonymous entry in the register substitute for the paragraphs marked with \* above:*

You must have this card with you when you vote. You cannot vote without it.

When you go to the polling station, ask to speak to the presiding officer and show them this card.

The presiding officer will confirm your entry on the register.]