

SCHEDULE 5

THE NEIGHBOURHOOD PLANNING  
REFERENDUMS (COMBINATION OF POLLS) RULES

PART 8

Appendix of Forms

Form 9 – Official Postal Poll Card (to be sent to a voter voting by post)

<b>OFFICIAL POSTAL POLL CARD</b> (To be sent to a voter who is voting by post)	
<i>Front of card</i>	
<b>OFFICIAL POLL CARD</b>	
Relevant council: Neighbourhood area: For the referendum on: [day/date] Number on register  *Name and address: <i>*(Counting Officer to omit where poll card sent to a person with an anonymous entry in the register. Poll card to such a person must be delivered in a sealed envelope.)</i>	This notice is to tell you that you have asked to vote by post (either at this referendum or an election combined with this referendum), and you will not be able to vote in a polling station. If you want to cancel your postal vote please call the helpline number shown below before 5 p.m. on [-11 day/date deadline]. We will send your postal voting papers around [day/date]. <p style="text-align: center;">Addressed to: (Name and address)</p> If your postal voting papers have not arrived by [day/date] call: [helpline number] and ask for help.
If you lose or accidentally spoil your postal ballot paper, please call the helpline number shown above as soon as possible. Replacement ballot papers can only be issued before 5 p.m. on [day / date of poll].	
<b>This card is to provide you with information about voting by post.</b> <i>SEE INFORMATION ON THE BACK OF THIS CARD</i>	

**Draft Legislation:** This is a draft item of legislation. This draft has since been made as a UK Statutory Instrument: *The Neighbourhood Planning (Referendums) Regulations 2012 No. 2031*

*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 receive your postal voting pack, please read the instructions with it carefully before completing your postal ballot paper.

Do not let anyone see your vote. If you need help voting, the person helping you must not tell anyone how you have voted. You can get independent help from the Counting Officer: please call the helpline number shown below.

You must sign the postal voting statement (unless you have been granted a waiver by prior arrangement with the Counting Officer) and provide your date of birth. This is a security measure. It will not affect your vote or mean it can be identified. Without your signature (unless a waiver has been granted), and date of birth, the statement will not be valid and your vote will not be counted. The Counting Officer can cross check your signature against other records that they hold.

If you lose or accidentally spoil your ballot paper, please call the helpline number shown below as soon as possible. We can only issue replacement postal ballot papers before 5 p.m. on [*day/date of poll.*]

Complete and return your postal vote as soon as possible. The Counting Officer must receive your postal vote by 10 p.m. on [*day/date of poll*]. You can deliver your completed voting papers to any polling station in the area.

If you want to vote in person at this referendum, you must cancel your postal vote before 5 p.m. on [*-11 day/date deadline*].

If you need any assistance, please call our helpline on: [*helpline number*].

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

Issued by the Counting Officer