

**Changes to legislation:** There are currently no known outstanding effects for the Parliamentary Voting System and Constituencies Act 2011, PART 3. (See end of Document for details)

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# SCHEDULES

## SCHEDULE 8

### COMBINATION OF POLLS: NORTHERN IRELAND

#### PART 3

##### FORMS REFERRED TO IN PART 1

*Note* - The forms contained in this Part may be adapted so far as circumstances require.  
Paragraphs 7(2) and 8(3)



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**FORM 2 - FORM OF DECLARATION OF IDENTITY  
(TO BE USED WHERE PROCEEDINGS ON ISSUE AND  
RECEIPT OF POSTAL BALLOT PAPERS COMBINED)**

**Front of form**

**Declaration of identity**

Ballot Papers nos. ....

I am the person to whom the ballot papers numbered above were sent.

My date of birth is ..... (you are not required to give your date of birth if you are to vote as a proxy for someone else).

Voter's signature .....

The voter, who is personally known to me, has signed this declaration in my presence.

Witness's signature .....

Name of witness (WRITE CLEARLY) .....

Address of witness (WRITE CLEARLY) .....

.....

SEE INSTRUCTIONS ON THE BACK OF THIS FORM

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## Back of form

### INSTRUCTIONS TO THE VOTER

1. You must sign this declaration of identity in the presence of a person known to you. That person should then sign this declaration as a witness, adding his or her name and address. Without this the declaration will be invalid and your vote 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. Do this secretly. If you cannot vote without assistance, the person assisting you must not disclose how you have voted. Vote once only. Do not mark the ballot paper in any other way or your vote may not be counted.
3. When you are voting in the election to the Northern Ireland Assembly or for the election of district councillors, different colours are used for the ballot papers for each election.
4. When you are voting in the election to the Northern Ireland Assembly (*[insert colour of ballot paper]* ballot paper), number the candidates in order of preference, putting “1” against the candidate of your 1st preference, “2” against your 2nd preference and so on. You should not put the same preference against more than one candidate. You may show your preference for as many or as few candidates as you wish. Put no other mark on the ballot paper, or your vote may not be counted. Do this secretly. If you cannot vote without assistance, the person assisting you must not disclose how you have voted.
5. When you are voting in the election of district councillors (*[insert colour of ballot paper]* ballot paper), number the candidates in order of preference, putting “1” against the candidate of your 1st preference, “2” against your 2nd preference and so on. You should not put the same preference against more than one candidate. You may show your preference for as many or as few candidates as you wish. Put no other mark on the ballot paper, or your vote may not be counted. Do this secretly. If you cannot vote without assistance, the person assisting you must not disclose how you have voted.
6. Put the ballot papers in the small envelope marked “A” and seal it. Then put the envelope marked “A”, together with the declaration of identity, in the larger envelope marked “B”. Return it without delay. The ballot papers must be received by the counting officer not later than the close of the poll.
7. If you receive more than one ballot paper, remember that it is illegal to vote more than once (otherwise than as proxy) at the same election or to vote more than once (otherwise than as proxy) in the referendum. You are entitled to vote at different elections which are held on the same day.
8. In this referendum or in these elections you cannot vote in person at a polling station.
9. If by mistake you spoil your ballot paper, you can apply to the counting officer for another one. With your application you must return, in your own envelope, all the ballot papers, the declaration of identity and the envelopes marked “A” and “B”. We can only issue replacement postal ballot papers before 5 p.m. on [-1 day/date deadline].

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Paragraph 11(2)

**FORM 3 - FORM OF DECLARATION OF IDENTITY (TO BE  
USED FOR REFERENDUM WHERE PROCEEDINGS ON ISSUE  
AND RECEIPT OF POSTAL BALLOT PAPERS NOT COMBINED)**

**Front of form**

**Declaration of identity**

**Referendum on the voting system for United Kingdom parliamentary elections**

Ballot Paper no.....  
(insert colour)

I am the person to whom the ballot paper numbered above was sent.

My date of birth is ..... (you are not required to give your date of birth if you are to vote as a proxy for someone else).

Voter's signature .....

The voter, who is personally known to me, has signed this declaration in my presence.

Witness's signature .....

Name of witness (WRITE CLEARLY) .....

Address of witness (WRITE CLEARLY) .....

.....

SEE INSTRUCTIONS ON THE BACK OF THIS FORM

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## Back of form

### INSTRUCTIONS TO THE VOTER

1. You must sign this declaration of identity, even if you have already signed a declaration of identity in respect of an election to be held on the same day. You must sign in the presence of a person known to you. That person should then sign this declaration as a witness, adding his or her name and address. Without this the declaration will be invalid and your vote will not be counted.
2. Vote once only. Put no other mark on the ballot paper 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. Do this secretly. If you cannot vote without assistance, the person assisting you must not disclose how you have voted.
4. Put the ballot paper in the small envelope marked “A” and seal it. Then put the envelope marked “A”, together with the declaration of identity, in the larger envelope marked “B”. Return it without delay. The ballot paper must be received by the counting officer not later than the close of the poll.
5. If you receive more than one ballot paper, remember that it is illegal to vote more than once (otherwise than as proxy) in this referendum.
6. In this referendum you cannot vote in person at a polling station.
7. If by mistake you spoil your ballot paper, you can apply to the counting officer for another one. With your application you must return, in your own envelope, the spoiled ballot paper, the declaration of identity and the envelopes marked “A” and “B”. We can only issue replacement postal ballot papers before 5 p.m. on [-1 day/date deadline].

Paragraph 11(4)

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**FORM 4 - FORM OF DECLARATION OF IDENTITY (TO BE USED FOR  
NORTHERN IRELAND ASSEMBLY ELECTION WHERE PROCEEDINGS  
ON ISSUE AND RECEIPT OF POSTAL BALLOT PAPERS NOT COMBINED)**

**Front of form**

**Declaration of identity**

**Election to the Northern Ireland Assembly**

Ballot Paper no.....  
(insert colour)

I am the person to whom the ballot paper numbered above was sent.

My date of birth is ..... (you are not required to give your date of birth if you are to vote as a proxy for someone else).

Voter's signature .....

The voter, who is personally known to me, has signed this declaration in my presence.

Witness's signature .....

Name of witness (WRITE CLEARLY) .....

Address of witness (WRITE CLEARLY) .....

.....

SEE INSTRUCTIONS ON THE BACK OF THIS FORM

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*Changes to legislation: There are currently no known outstanding effects for the Parliamentary Voting System and Constituencies Act 2011, PART 3. (See end of Document for details)*

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## Back of form

### INSTRUCTIONS TO THE VOTER

1. You must sign this declaration of identity in the presence of a person known to you. You are required to do this even if you have already signed a similar declaration of identity in respect of another poll to be held on the same day. That person should then sign this declaration as a witness, adding his or her name and address. Without this the declaration will be invalid.
2. Number the candidates in order of preference, putting “1” against the candidate of your 1st preference, “2” against your 2nd preference and so on. You should not put the same preference against more than one candidate. You may show your preference for as many or as few candidates as you wish. Put no other mark on the ballot paper, or your vote may not be counted. Do this secretly. If you cannot vote without assistance, the person assisting you must not disclose how you have voted.
3. Then proceed as follows—
  - (a) place each ballot paper in the correct smaller envelope and seal it;
  - (b) put that envelope, together with the correct declaration of identity, in the correct covering envelope and seal it;
  - (c) return the covering envelopes without delay. Ballot papers must be received by the returning officer not later than the close of poll.
4. If you receive more than one ballot paper, remember that it is illegal to vote more than once (otherwise than as proxy) at the same election. You are entitled to vote at different elections which are held on the same day.
5. At this election you cannot vote in person at a polling station, even if you receive an official poll card.
6. If by mistake you spoil your ballot paper, you can apply to the returning officer for another one. With your application you must return, in your own envelope, the spoiled ballot paper, the declaration of identity and the envelopes marked “A” and “B”. Remember that there is little time available if a fresh postal ballot paper is to be issued and counted.

Paragraph 11(6)

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**FORM 5 - FORM OF DECLARATION OF IDENTITY (TO BE USED  
FOR LOCAL ELECTION WHERE PROCEEDINGS ON ISSUE  
AND RECEIPT OF POSTAL BALLOT PAPERS NOT COMBINED)**

**Front of form**

**Declaration of identity**

**Election of District Councillors**

To be returned with the [insert colour of ballot paper] coloured ballot paper  
no.....

I hereby declare that I am the person to whom the [insert colour of ballot paper]  
coloured ballot paper numbered as above was sent.

My date of birth is ..... (you are not required to give your date of birth if you  
are to vote as a proxy for someone else).

Voter's signature .....

The voter, who is personally known to me, has signed this declaration in my  
presence.

Witness's signature .....

Name of witness (WRITE CLEARLY) .....

Address of witness (WRITE CLEARLY) .....

.....

SEE INSTRUCTIONS ON THE BACK OF THIS FORM

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*Changes to legislation: There are currently no known outstanding effects for the Parliamentary Voting System and Constituencies Act 2011, PART 3. (See end of Document for details)*

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## Back of form

### INSTRUCTIONS TO THE VOTER

1. You must sign this declaration of identity in the presence of a person known to you. You are required to do this even if you have already signed a similar declaration of identity in respect of another poll to be held on the same day. That person should then sign this declaration as a witness, adding his or her name and address. Without this the declaration will be invalid.
2. Number the candidates in order of preference, putting “1” against the candidate of your 1st preference, “2” against your 2nd preference and so on. You should not put the same preference against more than one candidate. You may show your preference for as many or as few candidates as you wish. Put no other mark on the ballot paper, or your vote may not be counted. Do this secretly. If you cannot vote without assistance, the person assisting you must not disclose how you have voted.
3. Then proceed as follows—
  - (a) place each ballot paper in the correct smaller envelope and seal it;
  - (b) put that envelope, together with the correct declaration of identity, in the correct covering envelope and seal it;
  - (c) return the covering envelopes without delay. Ballot papers must be received by the returning officer not later than the close of poll.
4. If you receive more than one ballot paper, remember that it is illegal to vote more than once (otherwise than as proxy) at the same election. You are entitled to vote at different elections which are held on the same day.
5. At this election you cannot vote in person at a polling station, even if you receive an official poll card.
6. If by mistake you spoil your ballot paper, you can apply to the returning officer for another one. With your application you must return, in your own envelope, the spoiled ballot paper, the declaration of identity and the envelopes marked “A” and “B”. Remember that there is little time available if a fresh postal ballot paper is to be issued and counted.

Paragraph 16(1)



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**FORM 7 - GUIDANCE FOR VOTERS TO BE EXHIBITED OUTSIDE  
EVERY POLLING STATION AND IN EVERY COMPARTMENT INSIDE**

1. When you are given your ballot papers go to one of the compartments.
2. On the [*insert colour*] referendum 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.
3. On the ballot paper for the election to the Northern Ireland Assembly ([*insert colour*] ballot paper), and the ballot paper for the election of district councillors ([*insert colour*] ballot paper), number the candidates in order of preference, putting “1” against the candidate of your 1st preference, “2” against your 2nd preference and so on. You should not put the same preference against more than one candidate.
4. Vote once only in the referendum. In the Assembly election and the election for district councillors, you may show your preference for as many or as few candidates as you wish. 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.
6. Fold each ballot paper in two. Show the presiding officer the number and other unique identifying mark on the back of each ballot paper, but do not let anyone see your vote. Put each ballot paper in the [appropriate]\* ballot box and leave the polling station.

\* Complete or omit as necessary.

Paragraph 25(1)

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

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)]  
whose number on the register is ..... to record their vote  
at the [referendum]\* [and]\* [election(s)]\* being held in this [voting area]\*  
[/constituency]\* [/district electoral area]\*

hereby declare that

- (a) [I am entitled to vote as an elector at the said [referendum]\* [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), of ..... (address of other elector)], to vote at the said [referendum]\* [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.

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