

# Application to vote by post or proxy for an indefinite period on the grounds of attendance at an educational institution

If you are unable to go to your polling station to vote at an election because of the attendance of you or your spouse or civil partner at a course at an educational establishment and that is likely to last for at least two years, you can use this form to apply to vote by post or to appoint a proxy to vote on your behalf. Please read these notes carefully before completing the form. If you have any questions please contact us (see below).

## Completing the application form

**1** Complete your personal details. The information you provide will be compared with the information previously given on your registration application to check that they correspond. For further information see the privacy notice on our website or contact us to obtain a paper copy.

**2** Provide the reason for the application and tick the relevant box.

**Please ensure you provide sufficient detail to support your application or your application may be refused.**

**3** If you registered online you must also give your **Digital Registration number (DRN)**. Your application will not be accepted without it. This number will have been sent to you by the Electoral Office on correspondence when your online registration application was processed.

**4** Sign the form to verify that the information provided is correct. If you cannot sign the form because of a disability or because you are unable to read, and you either registered online or were unable to sign your registration form for the same reason, you must ask a witness to complete the Witness Declaration.

**Choose to vote by post or proxy.**

**5 Voting by post.** Tick the box if you want your ballot paper sent to you at your registered address given at Section 1. If you want your ballot paper to be sent to a different address than your registered address, you must provide a reason for this.

Note: If you apply to vote by post and your application is approved you will **not** be able to vote at a polling station unless you cancel your postal vote.

**6 Voting by proxy.** If you want someone else to vote on your behalf you must appoint him/her and provide his/her details. Your proxy must be aged 18 or over and a British, Irish, European or Commonwealth citizen. A person can only vote as proxy for a spouse/civil partner, parent, grandparent, brother, sister, child or grandchild and up to two other people at an election. Your proxy can go to your polling station to vote, or they can apply to vote by post. If your proxy requires a postal vote please tick the Postal Proxy box.

**7** The form must be attested by a qualified person to verify that the reason you have given for requiring a postal or proxy vote is correct.

**The only persons who by law are qualified to attest section 6 are listed below:**

- a Director or tutor of the course attended
- a principal or head of the institution attended
- an employee delegated by the head or principal of that institution

## Returning the form

Return the completed form with any supporting documents to the address below.

Absent Voting Unit  
Electoral Office for NI  
15 Church Street  
Belfast BT1 1ER

## More information

You can contact us in one of the following ways:

Phone: 028 9044 6680  
Email: [AV.info@eoni.org.uk](mailto:AV.info@eoni.org.uk)  
Website: [www.eoni.org.uk](http://www.eoni.org.uk)

# Application to vote by post or proxy for an indefinite period on the grounds of attendance at an educational institution

Please read the notes carefully before filling in this form.  
Please write in black ink and use BLOCK LETTERS.

**Making a false statement on this form is a criminal offence.**

## 1 About you

Surname

First Name

Middle Name(s)

Address where you are currently registered in Northern Ireland:

Post Code

Date of birth (DD/MM/YYYY)

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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National Insurance No.

Tick this box if you have never had a National Insurance Number

Telephone Number (in case of query)

Email address (in case of query)

## 2 Reason for this application

I am applying for an indefinite postal/proxy vote because of (tick appropriate box):

my attendance at a course at an educational institution

OR

the attendance of my spouse/civil partner at a course at an educational institution

and I cannot reasonably be expected to go to my allocated polling station because (give reason below)

### Details of the course

Name of institution

Title of course

Duration of course – give the date the course will end

## 3 Digital registration number (Only required if you registered online)

If you registered online you will have been sent a Certificate of Registration by the Electoral Office which contains a **Digital Registration Number (DRN)**. Please give this number, your application will not be accepted without it. **If you cannot find this number please contact us (see notes).**

**Digital registration number:**

## 4 Signature

You must sign this form in the box below unless you are unable to because of a disability or you are unable to read. **No one else can sign it for you.**

Signature

Date

## Witness Declaration

**If you cannot sign the form because of a disability or you are unable to read, you must ask a witness to fill in the section below for you.**

**Please note: if you signed a paper registration form we will be unable to process this application without a signature.**

The person whose details are given on this form has told me that the information is correct. That person is unable to sign the form because of a disability/because they are unable to read.

Signature of Witness

Address of Witness

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## 5 Application to vote by post

Tick this box if you wish to vote by post and you want the ballot paper sent to the address at Section 1.

If you wish to receive the ballot paper at a different address complete the following section. You must provide a reason for this. The address must be in the UK.

Address   
  
  
Post Code

Reason why postal vote is to be sent to a different address:

## 6 Application to vote by proxy

I wish to appoint the following person to act as my proxy (see note 4 on who can be appointed as a proxy). I confirm that I have consulted this person and he/she is willing and able to be appointed to vote on my behalf.

Surname   
First Name(s)   
Address   
  
Post Code

Proxy's relationship to you (if any):

### Postal Proxy

Tick this box if your proxy is unable to attend your polling station and requires a postal vote.

## 7 Declaration

**NOTE** This section must be completed by the director or tutor of the course you are attending or by the principal or head of the educational institution or an employee to whom this is delegated by the head or principal. They must attest that the information you have given is correct. **If you do not get your application attested it will be refused.**

### Details of Attestor

Full name   
Work Address (including postcode)

Qualification (post held at institution e.g. tutor (see note 7 of the guidance notes)

Telephone number (in case of query)

Email address (in case of query)

### I certify that:

I am aged 18 or over.

I know (**you must give the applicant's name below**)

but am not his/her spouse, civil partner, parent, grandparent, brother, sister, child or grandchild.

To the best of my knowledge and belief the information in Section 2 is true.

Signature

Date