

Electoral registration form

for a Crown Servant or British Council employee or spouse or civil partner


Go online

You can fill in this form at
www.gov.uk/register-to-vote

Am I eligible to register?

If you are working outside the UK as a Crown Servant (e.g. in the diplomatic service or overseas civil service) or as an employee of the British Council you can still register to vote in the UK. You can also register if you are the spouse or civil partner of a Crown Servant or British Council employee and you are accompanying them during their employment abroad.

You need to be registered at the address where you would be living if you were in the UK, or at your last registered UK address.

Can I vote at all elections in the UK?

British citizens, Irish citizens and qualifying citizens of Commonwealth countries (including Cyprus and Malta) can vote at all elections. Qualifying citizens are Commonwealth citizens who have leave to enter or remain in the UK or do not require such leave.

Citizens of other EU countries can vote in local government elections, but cannot vote in UK parliamentary elections. Those resident in Wales may also vote in National Assembly for Wales elections. If you are an EU citizen and want to vote in European parliamentary elections you must fill in a separate form. Contact us using the details above to ask for one.

How to register to vote

- 1 Fill in this electoral registration form.
- 2 Make sure you sign the declaration.
- 3 Return your completed form to us at the address shown above.

Register to vote as soon as you can, or it may be too late to vote in the next election.

Who is eligible to register to vote?

You can register to vote in the UK if you are:

- resident (usually live in the UK or would if you weren't a Crown Servant, British Council employee or their spouse/civil partner), and
- aged 16 or over (although you won't be able to vote until you are 18).

You must also be either:

- a British, Irish or European Union citizen, or
- a Commonwealth citizen who has leave to remain in the UK or who does not require leave to remain in the UK.

Electoral registration form for a Crown Servant or British Council employee or spouse or civil partner

Register to vote

Only one person can register to vote using this form.
Use **black ink** and write in CAPITALS.

 **Go online**

You can fill in this form at
www.gov.uk/register-to-vote

Your name and address

Forename(s)

Surname

Your UK registration address

Postcode

This address is where:

- I would be living if I or my spouse or civil partner were not working abroad.
 I have lived in the past.

Your current address outside the UK

Do you live at another address?

- No Yes

Please give the full UK address where you would like to register. This can be:

- the full UK address where you would be living if you or your spouse or civil partner were not working abroad
- an address where you have lived in the past.

We will only use this address to contact you about your registration.

If you also live at another address don't give us the address now, but we may ask you for more information later.

Changed your name in the last 12 months?

- No Yes

If yes, please give us your previous name.

Please tell us the date you changed your name (DD MM YYYY).

For example, you may have got married.

Moved in the last 12 months?

- No Yes

If yes, please give any previous address where you have lived during the last year.

Postcode

If this address was overseas, were you registered in the UK as an overseas voter?

- No Yes

Your employment details

- I work (or am about to start work) as a Crown Servant outside the UK.
- I work (or am about to start work) as a British Council employee outside the UK.
- I am the spouse or civil partner of a Crown Servant working outside the UK.
- I am the spouse or civil partner of a British Council employee working outside the UK.

What is your/their post?

What is your/their staff, payroll or other identifying number?

Please include the name of the government department.

Your date of birth (DD MM YYYY)

If you don't know your date of birth, please tick if you are:

- Under 18
- 18–70
- Over 70

Don't know your exact date of birth? Please give the date of birth you put on other official documents (for example, your passport or driving licence) or tick one of the boxes.

Your nationality

If you have more than one nationality, please include them all. You can only register to vote in the UK if you have leave to remain. We may check your immigration status with the Home Office before we include you on the electoral register.

Your National Insurance number

You can find this on your payslip, or on official letters about tax, pensions or benefits.

If you cannot tell us your National Insurance number, we may need to ask you for proof of your identity. We will contact you about this, and it may take longer to deal with your application.

Don't know your date of birth, nationality or National Insurance number?

Please tell us why.

Contact details

Telephone number(s)

Email address (if you have one) in CAPITALS

You don't have to give us your contact details, but if you do it will help us if we need to contact you about your registration.

The open register

- I don't want my name and address to be included in the open register.

There's more information about the open register on page 4 of this form.

Registering anonymously?

- I have also submitted an application to register anonymously.

Can't vote in person?

If you are unable to go to the polling station in person on polling day, please choose how you would like to vote and we will send you a form.

- By post
- By proxy (someone voting on your behalf)

You can also download an application form at www.aboutmyvote.co.uk.

Declaration

I confirm that I am a British, Irish, European Union or qualifying Commonwealth citizen.

I confirm that I would be living in the UK if I or my spouse or civil partner were not serving as a Crown Servant or British Council employee.

To the best of my knowledge, the information in this form is true.

I understand that the information I have given on this form will be used on the electoral register.

I understand that if I do not make an application for registration when required to do so I could face a fine of £80.

I understand that if I knowingly give false information in this form, I could face a fine of up to £5,000 and/or up to six months in prison.

Signature

Date (DD MM YYYY)

Qualifying Commonwealth citizens are those who have leave to enter or remain in the UK or do not require such leave.

Now return the form

Send the signed form to the address on page 1 of this form.

When we receive your form

- ▶ If we need more information – for example, about another address or, if you are a Commonwealth citizen, about your immigration status – we will contact you.
- ▶ If you are eligible, we will send you confirmation that you are on the electoral register. If you are aged 16 or 17, we will let you know when you are on the register.

Other information

The open register

There are two registers. Why?

Using information received from the public, registration officers keep two registers – the electoral register and the open register (also known as the edited register).

The electoral register

The electoral register lists the names and addresses of everyone who is registered to vote in public elections. The register is used for electoral purposes, such as making sure only eligible people can vote. It is also used for other limited purposes specified in law, such as:

- detecting crime (e.g. fraud)
- calling people for jury service
- checking credit applications.

The open register

The open register is an extract of the electoral register, but is not used for elections. It can be bought by any person, company or organisation. For example, it is used by businesses and charities to confirm name and address details.

Your name and address will be included in the open register unless you ask for them to be removed. Removing your details from the open register does not affect your right to vote.

You can find more information about both registers and how they may be used at www.gov.uk/register-to-vote.

Your personal information

We will only use the information you give us for electoral purposes. We will look after personal information securely and we will follow the Data Protection Act 1998. We will not give personal information about you and the other people in your household to anyone else or another organisation unless we have to by law.