

## Registering to vote

You can register to vote if you are resident (usually live) in Scotland and aged 14 or over (but you will not be able to vote in Scottish Parliament or local council elections until you are 16 and you will not be able to vote in UK Parliament elections until you are 18).

You must also be one of the following:

- A British, Irish or European Union citizen, or
- A Commonwealth citizen or foreign national who has permission to enter or stay in the UK, Channel Islands or Isle of Man, or who does not need permission. Permission to enter or stay in the UK, Channel Islands or Isle of Man (also called Leave to Enter or Remain) refers to a legal immigration status.

## 1 Your name and address

First name(s)

Last name

Your address

Postcode

Do you also live at another address? Please tick.  No  Yes

If yes, you do not have to give us this address now but we may ask for more information later.

Phone no. (optional)

Email (optional)

Providing an email address or phone number gives a quick and easy way to contact you about your application.

### Incorrect information

If we have printed information which is incorrect, please cross it out and write the correct information.

## 2 Your nationality

If you have more than one nationality, please include them all.

(Don't know your nationality? Please see section 9).

(more info on page 3)

## 3 Moved house in the last 12 months?

Please tick.  No  Yes If yes, please give any previous address where you have lived during the last year or your application may be delayed.

Postcode

If this address was overseas, were you registered in the UK as an overseas voter? Please tick.  No  Yes

## 4 Your date of birth

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

14-15  16-17  18 or over

(Don't know your date of birth? Please see section 9). (more info on page 3)

## 5 Your National Insurance number (if you are aged 16 or over)

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

(Don't know your National Insurance number? Please see section 9).

Please tick if you are aged under 16.

## 6 Changed your name?

Please give us your most recent previous name (optional).

Please tell us the date you changed your name (optional).         (more info on page 3)

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## 7 Voting by post or proxy?

This section should be left blank if you intend to vote in person at a polling station. To vote by post or proxy, you must complete a separate application. You can apply online or download an application form at [gov.uk/vote-uk-election](http://gov.uk/vote-uk-election). Alternatively, tick how you would like to vote below and we will send you an application form.

By post  By proxy (someone voting on your behalf)

## 8 The open register

The open register is an extract of the electoral register, but it is not used for elections. It can be bought by anyone and used for many purposes including confirming name and address details and direct marketing purposes.

Please tick if you do not want your name and address to be included in the open register.   
If you are aged under 16 your details will not be included in the open register. (more info on page 3)

## 9 Don't know your nationality, date of birth or National Insurance number? Please tell us why

If you can't provide these details we may ask you for other evidence before processing your application.

## 10 Declaration

I currently live at this address. To the best of my knowledge, the information in this form is true. I understand that the information I have given 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. This £80 fine does not apply to 14 or 15 year olds. I understand that it is an offence knowingly to provide false information in this form and if convicted I may be imprisoned for up to six months and/or face a fine of up to £5000.

Signature

Today's date

       

D D M M Y Y Y Y

## Voting at the polling station

At UK Parliament elections, you will need to show photo ID at your polling station to cast your vote. If you do not have accepted photo ID, you can apply for a free voter ID document, the Voter Authority Certificate. For more information, visit [gov.uk/how-to-vote/photo-id-youll-need](http://gov.uk/how-to-vote/photo-id-youll-need).

If you need help filling in this form please contact your electoral registration office. You can find their address and more information at [electoralcommission.org.uk/voter](http://electoralcommission.org.uk/voter).

## Your nationality

We may need additional evidence about your nationality or we may check your nationality or immigration status against government records.

## Your date of birth

If you don't know your date of birth please give the date you put on official documents (for example, your passport or driving licence) or tick one of the boxes. Your date of birth identifies you and confirms your eligibility to vote.

## Changed your name?

For example, you may have got married and changed your name. You do not have to give us details of your name change but it will help us identify you. If this information is not given then you may need to provide additional documentary evidence.

## 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** 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** 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. If you are aged 16 or over 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.

**If you are aged 14 or 15**, you will not be included on the open register. You will be included on the electoral register, but only Electoral Registration Officers and their staff can usually see the details you provide. Your details will not be included in any register that is published. About six weeks before an election certain people need details of everyone who can vote in that election. If you will be 16 on the date of a Scottish Parliament or local council election, your name and address will be given to people who run the elections, and to candidates who want to provide information to voters.

If you are concerned that having your name or address on the register may affect your safety, there could be other options available to you. In certain circumstances, you can register without your name and address showing on the register. To find out more, please contact your electoral registration office. You can find their address and more information at [electoralcommission.org.uk/voter](https://electoralcommission.org.uk/voter).

You can find out more information about both registers and how they may be used at [gov.uk/register-to-vote](https://gov.uk/register-to-vote).

## Privacy statement

The Electoral Registration Officer is the Controller. Their lawful basis for collecting the personal information in this application form is that the processing is necessary in order to perform a task in the public interest as set out in the Representation of the People Act 1983 and related legislation.

The Electoral Registration Officer is legally required to process your personal information securely and comply with data protection legislation.

If you opted-out of the open register, your name and address can only be used for electoral purposes (including matching it against other data sources to support the electoral register) and other limited purposes specified in law. The law allows your information to be used for democratic engagement activities (by political parties, candidates, and agents), crime detection, jury summoning, and credit application identity checks.

If you did not opt-out of the open register your name and address can be bought by anyone and used for lots of purposes, including direct marketing.

You can view the privacy notice on the website of your electoral registration office, or you can contact them to request a copy. You can find their website address and contact details at [electoralcommission.org.uk/voter](https://electoralcommission.org.uk/voter).

## Problems with the form?

**Contact your electoral registration office if you need any help understanding or completing this form – or if you need this form in large print or in another format. You can find their address and more information at [electoralcommission.org.uk/voter](https://electoralcommission.org.uk/voter).**