

Who is eligible to register to vote?	
<p>You can register to vote in the UK if you are:</p> <ul style="list-style-type: none">• resident (usually live) in the UK, and• aged 16 or over (but you will not be able to vote until you are 18).	<p>You must also be either:</p> <ul style="list-style-type: none">• a British, Irish or European Union citizen, or• a Commonwealth citizen who has leave to enter or remain in the UK or who does not require such leave.

The open register

<p>There are two registers. Why?</p> <p>Using information received from the public, registration officers keep two registers – the electoral register and the open register (also known as the edited register).</p>

<p>The electoral register</p> <p>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:</p> <ul style="list-style-type: none">• detecting crime (e.g. fraud)• calling people for jury service• checking credit applications.	<p>The open register</p> <p>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.</p>
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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 out more information about both registers and how they may be used at **[gov.uk/register-to-vote](https://www.gov.uk/register-to-vote)**

Privacy statement

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 legislation. We will not give personal information about you or any personal information you may provide on other people to anyone else or another organisation unless we have to by law.

The lawful basis to collect the information in this form is that it is necessary for the performance of a task carried out in the public interest and exercise of official authority as vested in the Electoral Registration Officer as set out in Representation of the People Act 1983 and associated regulations.

Some of the information that is collected in this form is classified as special category personal data. This is processed for reason of substantial public interest as set out in Representation of the People Act 1983 and associated regulations. To process this type of information the Data Controller must have a relevant policy document that sets out how this information will be handled.

The Electoral Registration Officer is the Data Controller
Address: Town Hall, Hornton Street, LONDON, W8 7NX.
Telephone: 020 7361 3444

You should refer to the Privacy Notice at www.rbkc.gov.uk/council-and-democracy/local-democracy-and-elections/privacy-notice-electoral-services for further information relating to the processing of personal data.

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Postal and proxy votes

To arrange to vote by post or by proxy (someone voting on your behalf) you can download an application form at yourvotematters.co.uk. To change any existing postal or proxy vote arrangements contact your electoral registration office. You can find their details on page 1 of this form.

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.

YOUR VOTE MATTERS

DON'T LOSE IT

A graphic of a ballot box with a large 'X' on it, symbolizing a vote.

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DON'T LOSE IT

A graphic of a ballot box with a large 'X' on it, symbolizing a vote.

Helpline
020 7361 3444

Email
elect@rbkc.gov.uk

Web
www.rbkc.gov.uk

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Date _____

**Please respond now so that
we can check who is eligible to register to vote**

Dear Occupier

We need to know who lives at this address in order to check who is eligible to register to vote.

To respond please choose **ONE** of the options below:

- Visit **www.householdresponse.com/rbkc** and enter part 1 and part 2 of your security code, or
- If the details overleaf are correct you can call **0800 197 9871** and when prompted enter part 1 and part 2 of your security code,

Your security code is

Or

- **Complete** the form and then **post** it back to us in the envelope provided (postage is free).

This form is **not** a registration form but you do need to complete it. The information you provide will enable us to send a separate registration form to all the people living at this address who are eligible and need to register. Any new residents who are eligible to vote can go online to register at **[gov.uk/register-to-vote](https://www.gov.uk/register-to-vote)** once you have responded to this form.

It is a legal requirement to provide the information requested; **if you don't you could be fined £1,000.**

Yours sincerely

Electoral Services Team

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Please choose **ONE** of the options below:

- Go to **www.householdresponse.com/rbkc** and enter part 1 and part 2 of your security code.
- **Complete** the form and then **post** it back to us in the envelope provided (postage is free) **by**

If nothing has changed and the information below is correct, you can also:

- Call **0800 197 9871** and when prompted enter part 1 and part 2 of your security code.
- Text NOCHANGE followed by your security code to 80212 (if nobody is eligible to vote include a reason after your security code e.g. empty, business, 2nd home, none, other),

• Your security code is

- Amend any printed details in the changes lines below
- Cross out anyone who has moved out
- Add new people in section 3
- Use black ink and CAPITALS

Name	Aged 76 or over	Nationality	Postal or proxy vote? (more info page 4)	Included on open register? (more info page 4)

Full name	Nationality	Telephone (optional)	Email (optional)

Not enough space?
Please write further names on a separate sheet of paper and send to us with this form.

Once you have responded to this form, each person at this address who is eligible to register to vote should apply at **gov.uk/register-to-vote** or we will email an application if an address has been provided above. We will send each person a form if they do not apply online.

☐ The property is empty
 ☐ This is solely a business premises
 ☐ This is a second home
☐ None of the residents are eligible to vote because of their nationality. Please give their nationalities.
☐ Other reason (please state)

I currently live at this address. To the best of my knowledge, the information in this form is true. I have checked with everybody on the form that the information about them is correct. I understand that the information I have given on this form will be used on the electoral register. I understand that it may be an offence to fail to provide the information asked for in this form and if convicted I may be fined up to £1000. 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 an unlimited fine.

Signature **Today's date** (dd/mm/yyyy) **Full name** (please use CAPITALS)

Telephone (optional) Email (optional)

If an occupier cannot complete this form (e.g. nobody lives at this address) the person who is in charge of the property must complete it instead. Please tell us who you are e.g. landlord.

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