

Chelmsford Borough Council Voter Registration Form

Please use **BLACK INK** and **BLOCK CAPITALS**. If you need help filling in this form, please phone 01245 606447 / 606586.

Use this form if you have moved house, will soon be 18 years old or just absent from the electoral register.

1 About you, only one person's details per form.								
First names in full:		Age (please tick)	18 or over		70 or over			
Surname:		If you are 16,17, please give date of birth	d	d	m	m	y	y
2 About your current address, at which you are now living		If you do not wish your name to appear on the edited register please tick (see section 7)						
		Nationality						
		Your daytime telephone number or email address. You do not have to give these but it may help us resolve any queries quickly.						
Date you moved in								
3 About where you used to be registered as an elector. (If you are a student you may remain on the register at your old address and also register at your University/College Address)								
Address and postcode:								
Name of your old local council, if known:								
4 We will take your name off the register for your old address. However, if you believe you should still also be registered at your old address, please say why below.								
5 Declaration.								
Each person has to sign their own form. This form will be returned if it is not signed. It is an offence to make a false statement on this form – maximum fine £1,000.								
As far as I know, the details on this form are true and accurate. I am a British, other Commonwealth, Irish or other European citizen.								
Your signature:		Date:						
6 Please return this form to:			For help and advice about this form:					
Electoral Services Civic Centre Duke Street Chelmsford Essex CM1 1JE			Helpline: 01245 606447 / 606586 Email: electoral@chelmsford.gov.uk Web Site: www.chelmsford.gov.uk					
7 The two versions of the register:								
The edited register		The full register						
The edited register leaves out the names and addresses of people who have asked for them to be excluded from that version of the register. The edited register can be bought by anyone who asks for a copy and they may use it for any purpose.		The full register lists everyone who is entitled to vote. You can check it at the council offices or at some local libraries. Only certain people and organisations can have copies of the full register, and they can only use it for specified purposes. These include electoral purposes, the prevention and detection of crime and checking your identity when you have applied for credit. The law says who can have a copy of the full register and what they can use it for. The full list of such persons and purposes is given in the Representation of the People (England and Wales) (Amendment) Regulations 2002. It is a criminal offence for them to pass it on to anyone else or to use it for any other purpose.						
For Office Use								

Registering to vote the new way.....

You can only vote in elections if your name is on the register of electors. We update the register every autumn.

But, after a recent change in the law, we can also add names throughout the year.

Moved home? Coming up to 18? Just not on the Register?

All you have to do is fill in a voter registration form. You have to sign your own form; someone else cannot do it for you.

When you send us your form we will add you to our list of new applications. Any elector can then object to your name being added to the register. If this happens we will write to you.

If your application is not objected to, we will change your details within 2 to 6 weeks of receiving your form. We will write to tell you when your application is allowed.

If we get your form before...	Your details will be changed on ...
Friday, 11 December 2009	Monday, 4 January 2010
Friday, 8 January 2010	Monday, 1 February 2010
Friday, 5 February 2010	Monday, 1 March 2010
Wednesday, 10 March 2010	Thursday, 1 April 2010
Monday, 12 April 2010	Tuesday, 4 May 2010
Monday, 10 May 2010	Tuesday, 1 June 2010
Wednesday, 9 June 2010	Thursday, 1 July 2010
Friday, 9 July 2010	Monday, 2 August 2010
Tuesday, 10 August 2010	Wednesday, 1 September 2010
There is no monthly update during September, October or November during the annual canvass period when all households have to register. A new Register is published on 1 December.	

We will also tell the Electoral Registration Officer for your old address that you have moved so that your name can be removed from that register. People who live at two homes (including students) are allowed to register at both. If you do not want to be removed from your other address please explain why on your form.

There are special rules about names being added to the voters list during an election period. Because of these you may not be able to vote at that election if you are added during this time.

How to get in touch with us:

Electoral Services Chelmsford Borough Council Civic Centre Duke Street Chelmsford Essex	Helpline: 01245 606447 / 606586 e-mail: electoral@chelmsford.gov.uk
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