

SCHEDULE 1

SCOTTISH LOCAL GOVERNMENT ELECTIONS RULES

PART VII

FORMS FOR USE AT SCOTTISH LOCAL GOVERNMENT ELECTIONS

(back of form)

Your vote is personal – complete the ballot paper yourself and in private.

1. On the ballot paper, number the candidates in order of your choice. You can make as many choices as you wish. Put the number 1 in the box next to the name of the candidate who is your first choice, then put 2 in the box next to the name of the candidate who is your second choice, 3 in the box next to your third choice, and so on. If you need help from someone to complete the ballot paper, they must not tell anyone who you have voted for.

2. Do not put any other marks on the ballot paper. If you do, your vote might not be counted.

3. You must provide [****your signature and**] date of birth on the postal voting statement. If you do not, it will be invalid and your vote will not be counted.

4. Put the ballot paper in the envelope marked A and seal it. Then put this envelope together with the postal voting statement in the larger envelope marked B and seal it. Post the envelope back quickly. The ballot paper must be received by the returning officer not later than the close of poll. It may be posted to the returning officer before polling day or delivered by hand to any polling station in the local authority area on polling day before the poll closes.

5. If you get more than one ballot paper, by accident, then just use one. Remember that it is an offence to vote more than once in the same election (unless you are voting for someone else - by proxy).

6. Remember, if you have received a postal vote you cannot vote in person at the polling station even if you have a poll card. If you are voting, you must use the ballot paper sent to you. Your postal vote can be handed into any polling station in the local authority area on polling day before the poll closes.

7. If you make a mistake on the ballot paper you can ask the returning officer for another one up until 5 p.m. on the day before polling day. You will need to return everything you have received (ballot paper, postal voting statement and the envelopes). You should do this straightaway as there is not much time for a new ballot paper to be sent to you, returned and counted.

Status: This is the original version (as it was originally made). This item of legislation is currently only available in its original format.

8. If you lose the ballot paper, postal voting statement or accompanying envelopes you may apply to the returning officer for a replacement ballot paper. The application may be made from the fourth day before the poll up until 5 p.m. on the day before polling day. You will be required to provide evidence of your identity.

9. If you want to apply for a replacement ballot paper after 5 p.m. on the day before polling day and up to 5 pm on polling day, you must do so in person at the address shown below. You will be required to provide evidence of identity.