

SCHEDULE 3

Regulation 8

The Local Government Act Referendums Rules

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PART 1

Title and Interpretation

Title

1. The title of these Rules is the Local Government Act Referendums Rules.

Interpretation

- 2.—(1) In these Rules “voter” (“*pleidleisiwr*”) means a person entitled to vote on that person’s own behalf.

(2) Other expressions used both in these Rules and in the 1983 Act (as it applies to local government elections) have the same meaning in these Rules as they have in that Act.

PART 2

Provisions as to Time

3. The proceedings at the referendum must be conducted in accordance with the following Timetable.

Timetable

<i>Proceedings</i>	<i>Time</i>
Publication of notice of referendum	Not later than the twenty-fifth day before the day of referendum.
Notice of poll	Not later than the sixth day before the day of the referendum.
Polling	Between the hours of 7 in the morning and 10 at night on the day of referendum.

Computation of time

4. In computing any period of time for the purposes of the Timetable the days mentioned in regulation 14(2)(a) to (c) must be disregarded, and any such day must not be treated as a day for the purpose of any proceedings up to the completion of the poll nor is the counting officer obliged to proceed with the counting of the votes on such a day.

PART 3

General Provisions

Notice of referendum

5.—(1) The counting officer must publish notice of the referendum, stating the date of the poll.
(2) The notice of referendum must state the date by which—
(a) applications to vote by post or by proxy, and
(b) other applications and notices about postal or proxy voting,
must reach the registration officer in order that they may be effective for the referendum.

Poll to be taken by ballot

6. A poll must be taken at the referendum and the votes at the poll must be given by ballot.

The ballot papers

7.—(1) The ballot of every person entitled to vote at the referendum must consist of a ballot paper.
(2) Every ballot paper to be used in the referendum must be in the appropriate form in the Appendix (depending on the question to be asked in the referendum).

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- (3) Every ballot paper must—
 - (a) be capable of being folded up; and
 - (b) have a number and other unique identifying mark printed on the back.

The corresponding number list

8.—(1) The counting officer must prepare a list containing the numbers and other unique identifying marks of all of the ballot papers to be issued by the counting officer in pursuance of rule 13(1) or provided by the counting officer in pursuance of rule 17(1).

- (2) The list must be in the appropriate form in the Appendix or a form to like effect.

The official mark

9.—(1) Every ballot paper must contain an appropriate security marking (the official mark).

- (2) The official mark must be kept secret.
- (3) The counting officer may use a different official mark for different purposes at the same referendum.

Prohibition of disclosure of vote

10. No person who has voted at the referendum is required, in any legal proceeding to question the referendum, to state for which answer that person has voted.

Use of schools and public rooms

11.—(1) The counting officer may use, free of charge, for the purpose of taking the poll or counting the votes—

- (a) a room in a school maintained or assisted by a local education authority or a school in respect of which grants are made out of moneys provided by the Welsh Ministers to the person or body of persons responsible for the management of the school;
 - (b) a room the expense of maintaining which is payable out of any rate.
- (2) The counting officer must make good any damage done to, and defray any expense incurred by the persons having control over, any such room as mentioned above by reason of its being used for the purpose of taking the poll or counting the votes.

PART 4

Action to be Taken Before the Poll

Notice of poll

12.—(1) The counting officer must publish notice of the poll stating—

- (a) the day and hours fixed for the poll, and
 - (b) the statement and question to be asked in the referendum.
- (2) The notice of the poll must be published no later than the sixth day before the date of the referendum.
- (3) The counting officer must, not later than the time of the publication of the notice of the poll, also give public notice of—

- (a) the situation of each polling station; and
- (b) the description of persons entitled to vote there.

Postal ballot papers

13.—(1) The counting officer must, in accordance with regulations made under the 1983 Act⁽¹⁾, issue to those entitled to vote by post a ballot paper and a postal voting statement in the appropriate form in the Appendix, or a form to like effect, together with such envelopes for their return as may be prescribed by such regulations.

(2) The counting officer must also issue to those entitled to vote by post such information as the counting officer thinks appropriate about how to obtain—

- (a) translations into languages other than English or Welsh of any directions to or guidance for voters and proxies sent with the ballot paper;
- (b) a translation into Braille of such directions or guidance;
- (c) graphical representations of such directions or guidance;
- (d) the directions or guidance in any other form (including any audible form).

(3) The postal voting statement must include provision for the form to be signed and for stating the date of birth of the voter or proxy.

(4) In the case of a ballot paper issued to a person at an address in the United Kingdom, the counting officer must ensure that the return of the ballot paper and postal voting statement is free of charge to the voter or proxy.

Provision of polling stations

14.—(1) The counting officer must provide a sufficient number of polling stations and, subject to the following provisions of this rule, must allot the voters to the polling stations in such manner as the counting officer thinks most convenient.

(2) One or more polling stations may be provided in the same room.

(3) The polling station allotted to voters from any parliamentary polling district wholly or partly within the voting area must, in the absence of special circumstances, be in the parliamentary polling place for that district.

(4) The counting officer must provide each polling station with such number of compartments as may be necessary in which the voters and proxies can mark their votes screened from observation.

Appointment of presiding officers and polling clerks

15.—(1) The counting officer must appoint and pay a presiding officer to attend at each polling station and such clerks as may be necessary for the purposes of the referendum.

(2) The counting officer may, if the counting officer thinks fit, preside at a polling station and the provisions of these Rules relating to a presiding officer apply to a counting officer so presiding with the necessary modifications as to things to be done by the counting officer to the presiding officer or by the presiding officer to the counting officer.

(3) A presiding officer may do, by the clerks appointed to assist the presiding officer, any act (including the asking of questions) which the presiding officer is required or authorised by these Rules to do at a polling station except order the arrest, exclusion or removal of any person from the polling station.

(1) See the Representation of the People (England and Wales) Regulations 2001 [S.I. 2001/341](#) (amended by [S.I. 2001/1700](#), [2002/1871](#), [2004/226](#), [2006/752](#) and [2006/2910](#)).

Issue of official poll cards

16.—(1) The counting officer must as soon as practicable after the publication of the notice of the referendum send to each voter and proxy an official poll card.

(2) The official poll card must be sent or delivered—

- (a) in the case of a voter, to the voter’s qualifying address, and
- (b) in the case of a proxy, to the proxy’s address as shown in the list of proxies.

(3) The official poll card must be in the appropriate form in the Appendix, or a form to the like effect, and must set out—

- (a) the name of the council and of the voting area;
- (b) the name of the voter, the voter’s qualifying address and number on the register;
- (c) the date and hours of the poll and the situation of the voter’s polling station;
- (d) such other information as the counting officer thinks appropriate,

and different information may be provided in pursuance of sub-paragraph (d) to different voters or to different descriptions of voter.

(4) In the case of a voter who has an anonymous entry in the register, instead of containing the matter mentioned in paragraph (3)(b), the poll card must contain such matter as is specified in the appropriate form in the Appendix.

(5) In this rule references to a voter—

- (a) are to a person who is registered in the register of local government electors for the voting area in question on the last day for the publication of notice of the referendum; and
- (b) include a person then shown in the register as below voting age if (but only if) it appears from the register that the person will be of voting age on the day fixed for the poll.

Equipment of polling stations

17.—(1) The counting officer must provide each presiding officer with such number of ballot boxes and ballot papers as in the counting officer’s opinion may be necessary.

(2) Every ballot box must be so constructed that the ballot papers can be put in it, but cannot be withdrawn from it, without the box being unlocked or, where the box has no lock, the seal being broken.

(3) The counting officer must provide each polling station with—

- (a) materials to enable voters and proxies to mark the ballot papers;
- (b) copies of the register of electors for the voting area or such part of it as contains the names of the voters allotted to the station;
- (c) the parts of any special lists prepared for the referendum corresponding to the register of electors for the voting area or the part of it provided under sub-paragraph (b);
- (d) a list consisting of that part of the list prepared under rule 8 which contains the numbers (but not the other unique identifying marks) corresponding to those on the ballot papers provided to the presiding officer of the polling station.

(4) The reference in paragraph (3)(b) to the copies of the register of electors includes a reference to copies of any notices issued under section 13B(3B) or (3D) of the 1983 Act(2) in respect of alterations to the register.

(2) Section 13B of the 1983 Act was inserted by paragraph 6 of Schedule 1 to the Representation of the People Act 2000 (c. 2) and amended by section 11(3) of the Electoral Administration Act 2006 (c. 22). Subsections (3B) and (3D) of section 13B were inserted by section 11(4) of the Electoral Administration Act 2006 (c. 22).

- (5) The counting officer must also provide each polling station with—
 - (a) at least one large version of the ballot paper which must be displayed inside the polling station for the assistance of voters and proxies who are partially sighted; and
 - (b) a device of such description as is set out in paragraph (9) for enabling voters and proxies who are blind or partially sighted to vote without any need for assistance from the presiding officer or any companion (within the meaning of rule 28(1)).

(6) A notice in the form in the Appendix, giving directions for the guidance of voters and proxies in voting, must be printed in conspicuous characters and exhibited inside and outside every polling station.

(7) The counting officer may also provide copies of the notice mentioned in paragraph (6) in Braille or translated into languages other than English or Welsh as the counting officer considers appropriate, provided that these notices are accurate reproductions in Braille or that other language of that notice.

(8) In every compartment of every polling station there must be exhibited the notice

“REFERENDWM [*Noder enw'r cyngor*]. Rhowch groes (X) yn y blwch ar yr ochr dde gyferbyn â'r ateb o'ch dewis. Pleidleisiwch UNWAITH yn unig. Peidiwch â rhoi unrhyw farc arall ar y papur pleidleisio, neu efallai na fydd eich pleidlais yn cael ei chyfrif.

[*Specify name of council*] REFERENDUM. Mark a cross (X) in the box on the right hand side of the answer of your choice. Vote ONCE only. Put no other mark on the ballot paper, or your vote may not be counted.”

- (9) The device referred to in paragraph (5)(b) must—
 - (a) allow a ballot paper to be inserted into and removed from, or attached to and detached from, the device easily and without damage to the paper;
 - (b) hold the ballot paper firmly in place during use; and
 - (c) provide suitable means for the voter or proxy to—
 - (i) identify the spaces on the ballot paper on which the voter or proxy may mark the voter's or proxy's vote;
 - (ii) identify the answer to which each such space refers; and
 - (iii) mark the voter's or proxy's vote on the space the voter or proxy has chosen.

Appointment of polling observers and counting observers

18.—(1) The counting officer may appoint persons to attend at polling stations for the purpose of detecting personation (“polling observers”).

(2) The counting officer must appoint persons to observe the counting of the votes and the verification of the ballot paper account (“counting observers”).

(3) For the purpose of assisting the counting officer in the discharge of the counting officer's functions under paragraph (2), a petition organiser may nominate persons who in the opinion of the petition organiser are suitable for appointment as counting observers.

(4) A nomination under paragraph (3) must be made by notice in writing to the counting officer not later than the fifth day before the poll (disregarding any day which is to be disregarded by virtue of rule 4) and the notice must contain the address of each nominee.

(5) Subject to paragraph (6), the counting officer must not, without good cause, decline to appoint as a counting observer a person nominated by a petition organiser under paragraph (3).

- (6) The counting officer may limit the number of counting observers, so however that—
 - (a) the number must be the same in the case of each petition organiser, and

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- (b) the number allowed to a petition organiser must not (except in special circumstances) be fewer than the number obtained by dividing the number of clerks employed on the counting by the number of petition organisers.

For the purposes of the calculations required by this paragraph, a counting observer who has been appointed on the nomination of more than one petition organiser is a separate counting observer for each of the petition organisers by whom the counting observer has been nominated.

(7) Where a counting observer appointed on the nomination of a petition organiser dies or becomes incapable of acting, the petition organiser who made the nomination may nominate another person to be appointed as a counting observer in that person's place by giving notice in writing to the counting officer.

(8) Paragraphs (4) and (5) apply to a nomination under paragraph (7), with the substitution in paragraph (4) for "fifth day" of "final day".

(9) In the following provisions of these Rules references to polling observers and counting observers are to be taken as references to polling observers and counting observers whose appointments have been duly made.

(10) Any notice required to be given by the counting officer to a counting observer appointed on the nomination of a petition organiser may be delivered at, or sent by post to, the address stated in the notice of nomination.

(11) A petition organiser may do any act or thing which any counting observer is authorised to do, or may assist any counting observer appointed on that person's nomination in doing any such act or thing.

(12) Where by these Rules any act or thing is required or authorised to be done in the presence of the polling observers or counting observers, the non-attendance of any such person at the time and place appointed for the purpose does not, if the act or thing is otherwise duly done, invalidate the act or thing done.

Notification of requirement of secrecy

19. The counting officer must make such arrangements as the counting officer thinks fit to ensure that—

- (a) every person attending at a polling station (otherwise than for the purpose of voting or assisting a voter or proxy with disabilities to vote or as a constable on duty there) has been given a copy in writing of the provisions of subsections (1), (3) and (6) of section 66 of the 1983 Act⁽³⁾, as applied by Schedule 4; and
- (b) every person attending at the counting of the votes (other than any constable on duty at the counting) has been given a copy in writing of the provisions of subsections (2) and (6) of that section, as applied by Schedule 4.

Return of postal ballot papers

20.—(1) Where—

- (a) a postal vote has been returned in respect of a person who is entered on the postal voters list, or
- (b) a proxy postal vote has been returned in respect of a proxy who is entered on the proxy postal voters list,

(3) Subsections (1), (2) and (3) of section 66 of the 1983 Act were amended by paragraphs 69, 82, 86(a) and (b) and 96 of Schedule 1 to the Electoral Administration Act 2006 (c. 22); subsection (6) was amended by paragraph 3 of Schedule 3 to the Representation of the People Act 1985 (c. 50).

the counting officer must mark the list in the manner prescribed by regulations made under the 1983 Act(4).

(2) Rule 36(3) does not apply for the purpose of determining whether, for the purposes of this rule, a postal vote or a proxy postal vote is returned.

PART 5

The Poll

Admission to polling station

21.—(1) The presiding officer must exclude all persons from the polling station except—

- (a) voters and proxies;
- (b) persons under the age of 18 who accompany voters and proxies to the polling station;
- (c) the polling observers appointed to attend at the polling station;
- (d) the clerks appointed to attend at the polling station;
- (e) persons who are entitled to attend by virtue of any of sections 6A to 6D of the Political Parties, Elections and Referendums Act 2000(5);
- (f) the constables on duty;
- (g) the companions of voters and proxies with disabilities;
- (h) the elected mayor, if any, of the council in respect of which the referendum is held; and
- (i) any petition organiser.

(2) The presiding officer must regulate the total number of voters, proxies and persons under the age of 18 who accompany them to be admitted to the polling station at the same time.

(3) A constable or person employed by a counting officer must not be admitted to vote in person elsewhere than at the polling station allotted to that constable or employed person under these Rules, except on production and surrender of a certificate of employment which must be in the form in the Appendix, or a form to the like effect, and signed by an officer of police of or above the rank of inspector or by the counting officer, as the case may be.

(4) Any certificate surrendered under this rule must forthwith be cancelled.

Keeping of order in station

22.—(1) It is the presiding officer's duty to keep order at the presiding officer's polling station.

(2) If a person misconducts themselves in a polling station, or fails to obey the presiding officer's lawful orders, the person may immediately, by the presiding officer's order, be removed from the polling station—

- (a) by a constable in or near that station, or
- (b) by any other person authorised in writing by the counting officer to remove that person,

and the person so removed must not, without the presiding officer's permission, again enter the polling station during the day.

(4) See regulation 84A of the Representation of the People (England and Wales) Regulations 2001 [S.I. 2001/341](#) as amended by [S.I. 2006/2901](#).

(5) Sections 6A to 6F of the Political Parties, Elections and Referendums Act 2000 (c. 41) were inserted by section 29 of the Electoral Administration Act 2006 (c. 22).

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(3) Any person so removed may, if charged with the commission in the polling station of an offence, be dealt with as a person taken into custody by a constable for an offence without a warrant.

(4) The powers conferred by this rule must not be exercised so as to prevent a voter or proxy who is otherwise entitled to vote at a polling station from having an opportunity of voting at that station.

Sealing of ballot boxes

23. Immediately before the commencement of the poll, the presiding officer must show the ballot box empty to such persons, if any, as are present in the polling station, so that they may see that it is empty, and must then lock it up, if it has a lock and (in any case) place the presiding officer’s seal on it in such a manner as to prevent its being opened without breaking the seal and must place it in the presiding officer’s view for the receipt of ballot papers, and keep it so locked and sealed or sealed (as the case may be).

Questions to be put to voters and proxies

24.—(1) At the time of the application for a ballot paper (but not afterwards), the questions specified in the second column of the following Table—

- (a) may be put by the presiding officer to a person applying for a ballot paper who is mentioned in the first column, and
- (b) must be put if the letter “R” appears after the question and a petition organiser or polling observer requires the question to be put:

<i>Q. No.</i>	<i>Person applying for ballot paper</i>	<i>Question</i>
1	A person applying as a voter	(a) (a) —Are you the person registered in the register of local government electors for this voting area as follows? <i>read the whole entry from the register</i> [R] (b) —Have you already voted here or elsewhere at this referendum, otherwise than as proxy for some other person? [R]
2	A person applying as proxy	(a) (a) —Are you the person whose name appears as A.B. in the list of proxies for this voting area as entitled to vote as proxy on behalf of C.D.? [R] (b) —Have you already voted here or

<i>Q. No.</i>	<i>Person applying for ballot paper</i>	<i>Question</i>
		elsewhere at this referendum as proxy on behalf of C.D.? [R]
		(c) —Are you the spouse, civil partner, parent, grandparent, brother, sister, child or grandchild of C.D.? [R]
3	A person applying as proxy for a voter who has an anonymous entry (instead of the questions at entry 2)	(a) (a) —Are you the person entitled to vote as proxy on behalf of the voter whose number on the register of electors is (<i>read out the number</i>)? [R] (b) —Have you already voted here or elsewhere in this referendum as proxy on behalf of the voter whose number on the register of electors is (<i>read out the number</i>)? [R] (c) —Are you the spouse, civil partner, parent, grandparent, brother, sister, child or grandchild of the person whose number on the register of electors is (<i>read out the number</i>)? [R]
4	A person applying as proxy if the question at entry 2(c) or 3(c) is not answered in the affirmative	Have you already voted at this referendum on behalf of two persons of whom you are not the spouse, civil partner, parent, grandparent, brother, sister, child or grandchild? [R]
5	A person applying as a voter in relation to whom there is an entry in the postal voters list	(a) (a) —Did you apply to vote by post? (b) —Why have you not voted by post?

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<i>Q. No.</i>	<i>Person applying for ballot paper</i>	<i>Question</i>
6	A person applying as proxy who is named in the proxy postal voters list	(a) (a) —Did you apply to vote by post as proxy? (b) —Why have you not voted by post as proxy?

(2) In the case of a person in respect of whom a notice has been issued under section 13B(3B) or (3D) of the 1983 Act, the references in the questions at entries 1(a) and 3(a), (b) and (c) to reading from the register are to be taken as references to reading from the notice issued under section 13B(3B) or (3D) of the 1983 Act.

(3) A ballot paper must not be delivered to any person required to answer any of the above questions unless that person has answered each question satisfactorily.

(4) Except as authorised by this rule, no inquiry is permitted as to the right of any person to vote.

Challenge of voter or proxy

25. A person must not be prevented from voting by reason only that—

- (a) any petition organiser or polling observer permitted to be present in accordance with rule 21(1) declares that they have reasonable cause to believe that the person has committed an offence of personation, or
- (b) the person is arrested on the grounds of being suspected of committing or of being about to commit such an offence.

Voting procedure

26.—(1) A ballot paper must be delivered to a voter or proxy who applies for one, and immediately before delivery—

- (a) the number and (unless paragraph (2) applies) name of the voter as stated in the copy of the register of electors must be called out;
- (b) the number of the voter as stated in the register must be marked on the list mentioned in rule 17(3)(d) beside the number of the ballot paper to be issued to the voter;
- (c) a mark must be placed in the copy of the register of electors against the number of the voter to note that a ballot paper has been received but without showing the particular ballot paper which has been received; and
- (d) in the case of a person applying for a ballot paper as proxy, a mark must also be placed against that person's name in the list of proxies.

(2) In the case of a voter who has an anonymous entry, the voter must show the presiding officer the voter's official poll card and only the voter's number must be called out in pursuance of paragraph (1)(a).

(3) In the case of a voter who is added to the register in pursuance of a notice issued under section 13B(3B) or (3D) of the 1983 Act, paragraph (1) is modified as follows—

- (a) in sub-paragraph (a), for “copy of the register of electors” substitute “copy of the notice issued under section 13B(3B) or (3D) of the 1983 Act”;
- (b) in sub-paragraph (b), for “in the register” substitute “on the copy of the notice issued under section 13B(3B) or (3D) of the 1983 Act”;

(c) in sub-paragraph (c), for “in the copy of the register of electors” substitute “on the copy of the notice issued under section 13B(3B) or (3D) of the 1983 Act”.

(4) The voter or proxy, on receiving the ballot paper, must forthwith proceed into one of the compartments in the polling station and there secretly mark the voter’s or proxy’s paper and fold it up so as to conceal the voter’s or proxy’s vote, and must then show to the presiding officer the back of the paper, so as to disclose the number and other unique identifying mark, and put the ballot paper so folded up into the ballot box in the presiding officer’s presence.

(5) The voter or proxy must vote without undue delay, and must leave the polling station as soon as the ballot paper has been put into the ballot box.

Votes marked by presiding officer

27.—(1) The presiding officer, on the application of a voter or proxy—

- (a) who is incapacitated by blindness or other disability from voting in the manner directed by these Rules, or
- (b) who declares orally that the voter or proxy is unable to read,

must, in the presence of the polling observers (if any), cause that person’s vote to be marked on a ballot paper in the manner directed by that person, and the ballot paper to be placed in the ballot box.

(2) The name and number on the register of electors of every person whose vote is marked in pursuance of this rule, and the reason why it is so marked, must be entered on a list (in these Rules called “the list of votes marked by the presiding officer”).

In the case of a person voting as proxy for a voter, the number to be entered together with the proxy’s name is to be the number in the register of the voter.

(3) In the case of a person in respect of whom a notice has been issued under section 13B(3B) or (3D) of the 1983 Act, paragraph (2) applies as if for “on the register of electors of every person” there were substituted “relating to every person in respect of whom a notice has been issued under section 13B(3B) or (3D) of the 1983 Act”.

Voting by persons with disabilities

28.—(1) If a voter or proxy makes an application to the presiding officer to be allowed, on the ground of—

- (a) blindness or other disability, or
- (b) inability to read,

to vote with the assistance of another person by whom the voter or proxy is accompanied (in these Rules referred to as “the companion”), the presiding officer must require the voter or proxy to declare, orally or in writing, whether the voter or proxy is so incapacitated by blindness or other disability, or by an inability to read, as to be unable to vote without assistance.

(2) If the presiding officer—

- (a) is satisfied that the voter or proxy is so incapacitated, and
- (b) is also satisfied by a written declaration made by the companion (in these Rules referred to as “the declaration made by the companion of a voter or proxy with disabilities”) that the companion—
 - (i) is a qualified person within the meaning of this rule; and
 - (ii) has not previously assisted more than one voter or proxy with disabilities to vote at the referendum,

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the presiding officer must grant the application, and then anything which is by these Rules required to be done to or by that voter or proxy in connection with the giving of the voter's or proxy's vote may be done to, or with the assistance of, the companion.

(3) For the purposes of these Rules, a person is a voter or proxy with disabilities if that person has made such a declaration as is mentioned in paragraph (1), and a person is be qualified to assist a voter or proxy with disabilities to vote if that person—

- (a) is a person who is entitled to vote on that person's own behalf at the referendum; or
- (b) is the father, mother, brother, sister, spouse, civil partner, son or daughter of the voter or proxy and has attained the age of 18 years.

(4) The name and number in the register of electors of every person whose vote is given in accordance with this rule and the name and address of the companion must be entered on a list (in these Rules referred to as "the list of voters or proxies with disabilities assisted by companions").

In the case of a person voting as proxy for a voter, the number to be entered together with the proxy's name is the number in the register of the voter.

(5) In the case of a person in respect of whom a notice has been issued under section 13B(3B) or (3D) of the 1983 Act, paragraph (4) applies as if for "in the register of electors of every person" there were substituted "relating to every person in respect of whom a notice has been issued under section 13B(3B) or (3D) of the 1983 Act".

(6) The declaration made by the companion of a voter or proxy with disabilities—

- (a) must be in the form in the Appendix,
- (b) must be made before the presiding officer at the time when the voter or proxy applies to vote with the assistance of a companion, and
- (c) must forthwith be given to the presiding officer who must attest and retain it.

(7) No fee or other payment is to be charged in respect of the declaration.

Tendered ballot papers: circumstances where available

29.—(1) If a person, representing themselves to be—

- (a) a particular voter named on the register and not named in the absent voters list, or
- (b) a particular person named in the list of proxies as proxy for a voter and not entitled to vote by post as proxy,

applies for a ballot paper after another person has voted in person either as the voter or the voter's proxy, the applicant is entitled, on satisfactorily answering the questions permitted by law to be asked at the poll, subject to the provisions of rule 30, to mark a ballot paper (in these Rules referred to as "a tendered ballot paper") in the same manner as any other voter or proxy.

(2) Paragraph (4) applies if—

- (a) a person applies for a ballot paper representing themselves to be a particular voter named on the register,
- (b) the person is also named in the postal voters list, and
- (c) the person claims not to have made an application to vote by post at the referendum.

(3) Paragraph (4) also applies if—

- (a) a person applies for a ballot paper representing themselves to be a particular person named as a proxy in the list of proxies,
- (b) the person is also named in the proxy postal voters list, and
- (c) the person claims not to have made an application to vote by post as proxy.

(4) The person is entitled, on satisfactorily answering the questions permitted by law to be asked at the poll, subject to the provisions of rule 30, to mark a ballot paper (in these Rules referred to as a “tendered ballot paper”) in the same manner as any other voter or proxy.

(5) Paragraph (6) applies if, before the close of the poll but after the last time at which a person may apply for a replacement postal ballot paper, a person represents themselves to be—

- (a) a particular voter named on the register who is also named in the postal voters list, or
- (b) a particular person named as a proxy in the list of proxies and who is also named in the proxy postal voters list,

and claims to have lost or not received their postal ballot paper.

(6) The person is entitled, on satisfactorily answering the questions permitted by law to be asked at the poll, subject to the provisions of rule 30, to mark a ballot paper (in these Rules referred to as a “tendered ballot paper”) in the same manner as any other voter or proxy.

Tendered ballot papers: general provisions

30.—(1) A tendered ballot paper must—

- (a) be of a colour differing from that of the other ballot papers;
- (b) instead of being put into the ballot box, be given to the presiding officer and endorsed by the presiding officer with the name of the person who has marked a tendered ballot paper and that person’s number in the register of electors, and set aside in a separate packet.

(2) The name of the person who has marked a tendered ballot paper and that person’s number in the register of electors must be entered on a list (in these Rules referred to as the “tendered votes list”).

(3) In the case of a person voting as proxy for a voter, the number to be endorsed or entered together with the proxy’s name must be the number in the register of the voter.

(4) In the case of a voter who has an anonymous entry, this rule and rule 29 apply subject to the following modifications—

- (a) in paragraphs (1)(b) and (2) above, the references to the name of the person who has marked a tendered ballot paper must be ignored;
- (b) otherwise, a reference to a person named on a register or list is to be construed as a reference to a person whose number appears in the register or list (as the case may be).

(5) In the case of a person in respect of whom a notice has been issued under section 13B(3B) or (3D) of the 1983 Act, this rule and rule 29 apply as if—

- (a) in rule 29(1)(a), (2)(a) and (5)(a), for “named on the register” there were substituted “in respect of whom a notice under section 13B(3B) or (3D) of the 1983 Act has been issued”;
- (b) in paragraph (1)(b) of this rule for “that person’s number in the register of electors” there were substituted “the number relating to that person on a notice issued under section 13B(3B) or (3D) of the 1983 Act”;
- (c) in paragraph (2) of this rule, for “that person’s number in the register of electors” there were substituted “the number relating to that person on a notice issued under section 13B(3B) or (3D) of the 1983 Act”.

Spoilt ballot papers

31. A voter or proxy who has inadvertently dealt with their ballot paper in such manner that it cannot be conveniently used as a ballot paper may, on delivering it to the presiding officer and proving to the presiding officer’s satisfaction the fact of the inadvertence, obtain another ballot paper

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in the place of the ballot paper so delivered (in these Rules referred to as “a spoilt ballot paper”), and the spoilt ballot paper must be immediately cancelled.

Correction of errors on day of poll

32. The presiding officer must keep a list of persons to whom ballot papers are delivered in consequence of an alteration to the register made by virtue of section 13B(3B) or (3D) of the 1983 Act which takes effect on the day of the poll.

Adjournment of poll in case of riot

33.—(1) Where the proceedings at any polling station are interrupted or obstructed by riot or open violence, the presiding officer must adjourn the proceedings until the following day and must forthwith give notice to the counting officer.

(2) Where the poll is adjourned at any polling station—

- (a) the hours of polling on the day to which it is adjourned must be the same as for the original day; and
- (b) references in these Rules to the close of the poll are to be construed accordingly.

Procedure on close of poll

34.—(1) As soon as practicable after the close of the poll, the presiding officer must, in the presence of the polling observers (if any), make up into separate packets, sealed with the presiding officer’s own seal and the seals of such polling observers as desire to affix their seals—

- (a) each ballot box in use at the station, sealed so as to prevent the introduction of additional ballot papers and unopened, but with the key, if any, attached,
- (b) the unused and spoilt ballot papers placed together,
- (c) the tendered ballot papers,
- (d) the marked copies of the register of electors (including any marked copy notices issued under section 13B(3B) or (3D) of the 1983 Act) and of the list of proxies,
- (e) the lists prepared under rule 8 including the parts which were completed in accordance with rule 26(1)(b) (together referred to in these Rules as “the completed corresponding number lists”),
- (f) the certificates as to employment on duty on the day of the poll,
- (g) the tendered votes list, the list of voters and proxies with disabilities assisted by companions, the list of votes marked by the presiding officer, a statement of the number of voters and proxies whose votes are so marked by the presiding officer under the heads “disability” and “unable to read”, the list maintained under rule 32 (correction of errors on day of poll), and the declarations made by the companions of voters and proxies with disabilities,

and must deliver the packets or cause them to be delivered to the counting officer to be taken charge of by the counting officer; but if the packets are not delivered by the presiding officer personally to the counting officer, the arrangements for their delivery require the counting officer’s approval.

(2) The marked copies of the register of electors and of the list of proxies must be in one packet but must not be in the same packet as the completed corresponding number lists or the certificates as to employment on duty on the day of the poll.

(3) The packets must be accompanied by a statement (in these Rules referred to as “the ballot paper account”) made by the presiding officer showing the number of ballot papers entrusted to the

presiding officer, and accounting for them under the heads of ballot papers issued and not otherwise accounted for, unused, spoiled and tendered ballot papers.

PART 6

Counting of Votes

Attendance at counting of votes

35.—(1) The counting officer must make arrangements for counting the votes in the presence of the counting observers as soon as practicable after the close of the poll, and must give to the counting observers notice in writing of the time and place at which the counting officer will begin to count the votes.

(2) No person other than—

- (a) the counting officer and the counting officer's clerks,
- (b) the counting observers,
- (c) the elected mayor, if any, of the council in respect of which the referendum is held,
- (d) the petition organisers, and
- (e) persons who are entitled to attend by virtue of any of sections 6A to 6D of the Political Parties, Elections and Referendums Act 2000,

may be present at the counting of the votes, unless permitted by the counting officer to attend.

(3) A person not entitled to attend at the counting of the votes is not permitted to do so by the counting officer unless the counting officer is satisfied that the efficient counting of the votes will not be impeded.

(4) The counting officer must give the counting observers all such reasonable facilities for overseeing the proceedings, and all such information with respect to them, as the counting officer can give them consistently with the orderly conduct of the proceedings and the discharge of the counting officer's duties in connection with them.

(5) In particular, where the votes are counted by sorting the ballot papers according to the answer for which the vote is given and then counting the number of ballot papers for each answer, the counting observers are entitled to satisfy themselves that the ballot papers are correctly sorted.

The count

36.—(1) The counting officer must—

- (a) in the presence of the counting observers open each ballot box and count and record the number of ballot papers in it;
- (b) in the presence of the counting observers verify each ballot paper account; and
- (c) count such of the postal ballot papers as have been duly returned and record the number counted.

(2) The counting officer must not count the votes given on any ballot papers until—

- (a) in the case of postal ballot papers, they have been mixed with the ballot papers from at least one ballot box, and
- (b) in the case of ballot papers from a ballot box, they have been mixed with the ballot papers from at least one other ballot box.

(3) A postal ballot paper must not be taken to be duly returned unless—

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- (a) it is returned in the manner set out in paragraph (4) and reaches the counting officer or any polling station in the voting area in question before the close of the poll;
 - (b) the postal voting statement, duly signed, is also returned in the manner set out in paragraph (4) and reaches the counting officer or such a polling station before that time;
 - (c) the postal voting statement also states the date of birth of a voter or proxy; and
 - (d) in a case where steps for verifying the date of birth and signature of a voter or proxy have been prescribed by regulations made under the 1983 Act⁽⁶⁾, the counting officer (having taken such steps) verifies that date of birth and that signature.
- (4) The manner in which any postal ballot paper or postal voting statement may be returned—
- (a) to the counting officer, is by hand or by post;
 - (b) to a polling station, is by hand.
- (5) The counting officer must not count any tendered ballot paper.
- (6) The counting officer, while counting and recording the number of ballot papers and counting the votes, must keep the ballot papers with their faces upwards and take all proper precautions for preventing any person from seeing the numbers or other unique identifying marks printed on the back of the papers.
- (7) The counting officer must verify each ballot paper account by comparing it with the number of ballot papers recorded by the counting officer, and the unused and spoilt ballot papers in the counting officer's possession and the tendered votes list (opening and resealing the packets containing the unused and spoilt ballot papers and the tendered votes list) and must draw up a statement as to the result of the verification, which any counting observer may copy.
- (8) The counting officer must so far as practicable proceed continuously with counting the votes, allowing only time for refreshment, except that the counting officer may exclude the hours between 7 in the evening and 9 on the following morning.
- (9) During the time so excluded the counting officer must—
- (a) place the ballot papers and other documents relating to the referendum under the counting officer's own seal; and
 - (b) otherwise take proper precautions for the security of the papers and documents.

Re-count

37.—(1) A petition organiser, if present when the counting or any re-count of the votes is completed, may require the counting officer to have the votes re-counted or again re-counted but the counting officer may refuse to do so if in the counting officer's opinion the request is unreasonable.

(2) No step must be taken on the completion of the counting or any re-count of votes until such petition organisers as are present at its completion have been given a reasonable opportunity to exercise the right conferred by this rule.

Rejected ballot papers

38.—(1) Any ballot paper—

- (a) which does not bear the official mark, or
- (b) on which votes are given for more than one answer, or
- (c) on which anything is written or marked by which the voter or proxy can be identified except the printed number and other unique identifying mark on the back, or

⁽⁶⁾ See regulations 85 and 85A of the Representation of the People (England and Wales) Regulations 2001 (S.I. 2001/341), which were inserted by S.I. 2006/2910.

(d) which is unmarked or void for uncertainty, subject to paragraph (2), is void and must not be counted.

(2) A ballot paper on which the vote is marked—

- (a) elsewhere than in the proper place, or
- (b) otherwise than by means of a cross, or
- (c) by more than one mark,

is not for such reason to be deemed to be void if an intention that the vote is for one or the other of the answers clearly appears, and the way the paper is marked does not itself identify the voter or proxy and it is not shown that the voter or proxy can be identified by it.

(3) The counting officer must endorse the word “rejected” (“*gwrthodwyd*”) on any ballot paper which under this rule is not to be counted, and must add to the endorsement the words “rejection objected to” (“*gwrthwynebwyd ei wrthod*”) if any objection is made by a counting observer to the counting officer’s decision.

(4) The counting officer must draw up a statement showing the number of ballot papers rejected under the several heads of—

- (a) want of official mark;
- (b) voting for more than one answer;
- (c) writing or mark by which the voter or proxy could be identified;
- (d) unmarked or void for uncertainty.

Decisions on ballot papers

39. The decision of the counting officer on any question arising in respect of a ballot paper is to be final, but is subject to review on a referendum petition.

Equality of votes

40. Where, after the counting of the votes (including any re-count) is completed, an equality of votes is found to exist between the answers the counting officer must forthwith decide the referendum by lot.

PART 7

Declaration of Result and Disposal of Documents

Declaration of result

41. When the result of the poll has been ascertained, the counting officer must forthwith—

- (a) declare the result of the referendum,
- (b) inform the proper officer of the authority by or in respect of which the referendum was held of the result of the referendum,
- (c) give public notice of—
 - (i) the result of the referendum,
 - (ii) the number of ballot papers counted,
 - (iii) the total number of votes cast for each answer, and

- (iv) the number of rejected ballot papers under each head shown in the statement of rejected ballot papers.

Sealing up of ballot papers

42.—(1) On the completion of the counting at a referendum the counting officer must seal up in separate packets the counted and rejected ballot papers.

- (2) The counting officer must not open the sealed packets of—
 - (a) tendered ballot papers,
 - (b) the completed corresponding number lists,
 - (c) certificates as to employment on duty on the day of the poll, or
 - (d) marked copies of the register of electors (including any marked copy notices issued under section 13B(3B) or (3D) of the 1983 Act) and lists of proxies.

Delivery of documents to relevant registration officer

43.—(1) The counting officer must then forward to the relevant registration officer the following documents—

- (a) the packets of ballot papers in the counting officer's possession,
- (b) the ballot paper accounts and the statements of rejected ballot papers and of the result of the verification of the ballot paper accounts,
- (c) the tendered votes lists, the lists of voters and proxies with disabilities assisted by companions, the lists of votes marked by the presiding officer and the related statements, the lists maintained under rule 32, and the declarations made by the companions of voters and proxies with disabilities,
- (d) the packets of the completed corresponding number lists,
- (e) the packets of certificates as to employment on duty on the day of the poll, and
- (f) the packets containing marked copies of registers (including any marked copy notices issued under section 13B(3B) or (3D) of the 1983 Act) and of the postal voters list, of the lists of proxies and of the proxy postal voters list,

endorsing on each packet a description of its contents, the date of the referendum to which it relates and the name of the local authority by which or in respect of which the referendum was held.

(2) In this rule and in rules 44 and 45 references to the relevant registration officer are to the registration officer of the local authority by or in respect of which the referendum is held.

Orders for production of documents

44.—(1) An order—

- (a) for the inspection or production of any rejected ballot papers in the custody of the relevant registration officer, or
- (b) for the opening of a sealed packet of the completed corresponding number lists or certificates as to employment on duty on the day of the poll or for the inspection of any counted ballot papers in the relevant registration officer's custody,

may be made by a county court, if the court is satisfied by evidence on oath that the order is required for the purpose of instituting or maintaining a prosecution for an offence in relation to ballot papers, or for the purpose of a referendum petition.

(2) An order for the opening of a sealed packet of the completed corresponding number lists or of certificates as to employment on duty on the day of the poll or for the inspection of any counted ballot papers in the custody of the relevant registration officer may be made by an election court.

(3) An order under this rule may be made subject to such conditions as to—

- (a) persons,
- (b) time,
- (c) place and mode of inspection,
- (d) production or opening,

as the court making the order may think expedient.

(4) In making and carrying into effect an order for the opening of a packet of the completed corresponding number lists or of certificates as to employment on duty on the day of the poll or for the inspection of counted ballot papers, care must be taken that the way in which the vote of any particular person has been given is not disclosed until it has been proved—

- (a) that the person's vote was given; and
- (b) that the vote has been declared by a competent court to be invalid.

(5) An appeal lies to the High Court from any order of a county court under this rule.

(6) Any power given under this rule to a county court may be exercised by any judge of the court otherwise than in open court.

(7) Where an order is made for the production by the relevant registration officer of any document in his possession relating to any specified referendum—

- (a) the production by the registration officer or the registration officer's agent of the document ordered in such manner as may be directed by that order is conclusive evidence that the document relates to the specified referendum; and
- (b) any endorsement on any packet of ballot papers so produced is prima facie evidence that the ballot papers are what they are stated to be by the endorsement.

(8) The production from proper custody of—

- (a) a ballot paper purporting to have been used at any referendum, and
- (b) a completed corresponding number list with a number marked in writing beside the number of the ballot paper,

are prima facie evidence that the person whose vote was given by that ballot paper was the person whose entry in the register of electors or on a notice issued under section 13B(3B) or (3D) of the 1983 Act at the time of the referendum contained the same number as the number written as mentioned in sub-paragraph (b) of this paragraph.

(9) Save as by this rule provided, no person is allowed to inspect any rejected or counted ballot papers in the possession of the relevant registration officer or open any sealed packets of the completed corresponding number lists or of certificates as to employment on duty on the day of the poll.

Retention of documents

45. The relevant registration officer must retain for one year all documents relating to a referendum forwarded to the registration officer in pursuance of these Rules by a counting officer, and then, unless otherwise directed by an order of a county court, the Crown Court, a magistrates' court or an election court, must cause them to be destroyed.

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PART 8

Appendix of Forms

Note:— The forms contained in this Appendix may be adapted so far as circumstances require.

Form of Ballot Paper: Statement and Question in referendum as specified in paragraph 1 of Schedule 1

Form of Ballot Paper: Statement and Question in referendum as specified in paragraph 2 of Schedule 1

Form of Ballot Paper: Statement and Question in referendum as specified in paragraph 3 of Schedule 1

Corresponding Number List L1

Corresponding Number List L2

Form of Postal Voting Statement

Official Poll Card (to be sent to a voter voting in person)

Official Postal Poll Card (to be sent to a voter voting by post)

Official Proxy Poll Card (to be sent to an appointed proxy voting in person)

Official Proxy Postal Poll Card (to be sent to an appointed proxy voting by post)

Form of directions for the guidance of the voters and proxies in voting

Form of Certificate of Employment

Form of declaration to be made by the companion of a voter or proxy with disabilities

FFURF Y PAPUR PLEIDLEISIO			
FORM OF BALLOT PAPER			
FFURF Y PAPUR PLEIDLEISIO: DATGANIAD A CHWESTIWN YN Y REFFERENDWM FEL A BENNIR YM MHARAGRAFF 1 O ATODLEN 1			
BLAEN Y PAPUR PLEIDLEISIO			
FORM OF BALLOT PAPER: STATEMENT AND QUESTION IN REFERENDUM AS SPECIFIED IN PARAGRAPH 1 OF SCHEDULE 1			
FRONT OF BALLOT PAPER			
<p><i>[mewnosoder testun priodol y datganiad a'r cwestiwn fel a bennir ym mharagraff 1 o Atodlen 1 i'r Rheoliadau hyn]</i></p> <p>Rhowch groes (X) yn y blwch ar yr ochr dde gyferbyn â'r ateb o'ch dewis. Peidiwch â rhoi unrhyw farc arall ar y papur neu efallai na chaiff eich pleidlais ei chyfrif.</p>		<p><i>[insert appropriate text of statement and question as specified in paragraph 1 of Schedule 1 to these Regulations]</i></p> <p>Mark a cross (X) in the box on the right hand side of the answer of your choice. Do not mark the ballot paper in any other way or your vote may not be counted.</p>	
Pleidleisiwch UNWAITH yn unig		Vote ONCE only	
YDW		YES	
NAC YDW		NO	

CEFN Y PAPUR PLEIDLEISIO
BACK OF BALLOT PAPER

Rhif y Papur Pleidleisio
Nod Adnabod Unigryw Arall

Ballot Paper Number
Other Unique Identifying Mark

Refferendwm y cyngor ar *[mewnosoder y dyddiad]*:
[mewnosoder enw ardal y bleidlais]

Council referendum on *[insert date]*:
[insert name of voting area]

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<p>FFURF Y PAPUR PLEIDLEISIO: DATGANIAD A CHWESTIWN YN Y REFFERENDWM FEL A BENNIR YM MHARAGRAFF 2 O ATODLEN 1</p> <p>BLAEN Y PAPUR PLEIDLEISIO</p> <p>FORM OF BALLOT PAPER: STATEMENT AND QUESTION IN REFERENDUM AS SPECIFIED IN PARAGRAPH 2 OF SCHEDULE 1</p> <p>FRONT OF BALLOT PAPER</p>			
<p><i>[mewnosoder testun priodol y datganiad a'r cwestiwn fel a bennir ym mharagraff 2 o Atodlen 1 i'r Rheoliadau hyn]</i></p> <p>Rhowch groes (X) yn y blwch ar yr ochr dde gyferbyn â'r ateb o'ch dewis. Peidiwch â rhoi unrhyw farc arall ar y papur neu efallai na chaiff eich pleidlais ei ch yfrif.</p> <p>Pleidleisiwch UNWAITH yn unig</p>		<p><i>[insert appropriate text of statement and question as specified in paragraph 2 of Schedule 1 to these Regulations]</i></p> <p>Mark a cross (X) in the box on the right hand side of the answer of your choice. Do not mark the ballot paper in any other way or your vote may not be counted.</p> <p>Vote ONCE only</p>	
YDW		YES	
NAC YDW		NO	

CEFN Y PAPUR PLEIDLEISIO
BACK OF BALLOT PAPER

Rhif y Papur Pleidleisio
Nod Adnabod Unigryw Arall

Ballot Paper Number
Other Unique Identifying Mark

Refferendwm y cyngor ar *[mewnosoder y dyddiad]*:
[mewnosoder enw ardal y bleidlais]

Council referendum on *[insert date]*:
[insert name of voting area]

<p>FFURF Y PAPUR PLEIDLEISIO: DATGANIAD A CHWESTIWN YN Y REFFERENDWM FEL A BENNIR YM MHARAGRAFF 3 O ATODLEN 1</p> <p>BLAEN Y PAPUR PLEIDLEISIO</p> <p>FORM OF BALLOT PAPER: STATEMENT AND QUESTION IN REFERENDUM AS SPECIFIED IN PARAGRAPH 3 OF SCHEDULE 1</p> <p>FRONT OF BALLOT PAPER</p>			
<p><i>[mewnosoder testun priodol y datganiad a'r cwestiwn fel a bennir ym mharagraff 3 o Atodlen 1 i'r Rheoliadau hyn]</i></p> <p>Rhowch groes (X) yn y blwch ar yr ochr dde gyferbyn â'r ateb o'ch dewis. Peidiwch â rhoi unrhyw farc arall ar y papur neu efallai na chaiff eich pleidlais ei ch yfrif.</p> <p>Pleidleisiwch UNWAITH yn unig</p>		<p><i>[insert appropriate text of statement and question as specified in paragraph 3 of Schedule 1 to these Regulations]</i></p> <p>Mark a cross (X) in the box on the right hand side of the answer of your choice. Do not mark the ballot paper in any other way or your vote may not be counted.</p> <p>Vote ONCE only</p>	
YDW		YES	
NAC YDW		NO	

CEFN Y PAPUR PLEIDLEISIO
BACK OF BALLOT PAPER

Rhif y Papur Pleidleisio
Nod Adnabod Unigryw Arall

Refferendwm y cyngor ar *[mewnosoder y dyddiad]*:
[mewnosoder enw ardal y bleidlais]

Ballot Paper Number
Other Unique Identifying Mark

Council referendum on *[insert date]*:
[insert name of voting area]

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<p>Rhestr Rhifau Cyfatebol - L1 i'w defnyddio ar gyfer pleidleisiau post mewn refferendwm</p> <p>Corresponding Number List - L1 to be used for postal votes at a referendum</p> <p>Ardal y Bleidlais..... Voting Area Dyddiad y Bleidlais.....Date of Poll Rhif y Ddalen.....Sheet No</p>		
<p>Rhif y Papur Pleidleisio Ballot Paper Number</p>	<p>Nod Adnabod Unigryw Unique Identifying Mark</p>	<p>Rhif ar y gofrestr etholwyr <i>(Llanwer yn unig ar gyfer papurau pleidleisio a ddosbarthwyd i bleidleiswyr a dirprwyon sy'n pleidleisio drwy'r post)</i> Number on electoral register <i>(To be completed only in respect of ballot papers issued to voters and proxies voting by post)</i></p>

Rhestr Rhifau Cyfatebol - L2 i'w defnyddio mewn gorsafoedd pleidleisio mewn refferendwm Corresponding Number List - L2 to be used in polling stations at a referendum Ardal y Bleidlais.....Voting Area Dyddiad y Bleidlais.....Date of Poll Gorsaf Bleidleisio.....Polling Station Rhif y Ddalen.....Sheet No.	
Rhif y Papur Pleidleisio Ballot Paper Number	Rhif ar y gofrestr etholwyr Number on electoral register

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**Ffurf y Datganiad Pleidlais Bost
(i'w ddefnyddio mewn refferendwm)
Form of Postal Voting Statement
(for use at a referendum)**

Datganiad Pleidlais Bost	Postal Voting Statement
<p>*Enw'r person sy'n pleidleisio drwy'r post:</p> <p>Rhif y Papur Pleidleisio:.....</p> <p><i>*(Y Swyddog Cyfrif i lenwi'r enw, ond ei hepgor pan anfonir papurau pleidleisio at berson â chofnod dienw yn y gofrestr) [nod adnabod arall]</i></p> <p>Rhaid ichi ddarparu eich [*llofnod a'ch] dyddiad geni. Os na wnewch hynny, ni fydd y datganiad pleidlais bost yn ddilys ac ni fydd eich pleidlais yn cael ei chyfrif</p> <p>FI YW'R PERSON YR ANFONWYD Y PAPUR PLEIDLEISIO SYDD Â'R RHIF UCHOD ATO</p> <p>Dyddiad geni ⑤ ⑤ ⑤ ⑤ ⑤ ⑤ ⑤ ⑤ (Dyddiad geni'r person sy'n pleidleisio)</p> <p>Llofnod</p> <div style="border: 1px solid black; width: 150px; height: 40px; margin: 0 auto;"></div> <p>(Llofnod y person sy'n pleidleisio)</p> <p align="center">PWYSIG - Llofnodwch o fewn y border</p> <p><i>*(Y Swyddog Cyfrif i'w hepgor pan fo person wedi cael hepgoriad)</i></p> <p>Mae twyllo wrth bleidleisio yn drosedd. Rhaid ichi beidio â phleidleisio drwy ddefnyddio papur pleidleisio nad yw wedi ei gyfeirio atoch chi, nac ymyrryd â phapur pleidleisio neb arall</p> <p>DARLLENWCH Y CYFARWYDDIADAU I'R PERSON SY'N PLEIDLEISIO</p> <p align="center">Cyhoeddwyd gan y Swyddog Cyfrif</p> <p>CYFARWYDDIADAU I'R PERSON SY'N PLEIDLEISIO</p>	<p>*Name of person voting by post</p> <p>Ballot Paper No:.....</p> <p><i>*(Counting Officer to insert name but omit where ballot papers sent to a person with an anonymous entry in the register) [other identifying mark]</i></p> <p>You must provide your [*signature and] date of birth. If you do not, the postal voting statement will be invalid and your vote will not be counted</p> <p>I AM THE PERSON THE BALLOT PAPER NUMBERED ABOVE WAS SENT TO</p> <p>Date of birth ⑤ ⑤ ⑤ ⑤ ⑤ ⑤ ⑤ ⑤ (Date of birth of person voting)</p> <p>Signature</p> <div style="border: 1px solid black; width: 150px; height: 40px; margin: 0 auto;"></div> <p>(Signature of person voting)</p> <p align="center">IMPORTANT - Keep Signature within border</p> <p><i>*(Counting Officer to omit where a person has been granted a waiver)</i></p> <p>Voting fraud is a crime. You must not vote using a ballot paper that is not addressed to you or interfere with another person's ballot paper</p> <p align="center">PLEASE READ INSTRUCTIONS TO THE PERSON VOTING</p> <p align="center">Issued by the Counting Officer</p> <p align="center">INSTRUCTIONS TO THE PERSON VOTING</p>

<p>Llenwch y papur pleidleisio eich hunan, ac yn breifat. Os oes angen help arnoch, cysylltwch â staff y Swyddog Cyfrif fel a ddangosir isod</p> <p>[manyllion cyswllt ar gyfer cymorth, gan gynnwys cyfeiriad fel y bo'n briodol]</p> <ol style="list-style-type: none">1. Rhaid ichi ddarparu eich [*]lofnod a'ch] dyddiad geni. Os na wnewch hynny, ni fydd y datganiad pleidlais bost yn ddilys ac ni fydd eich pleidlais yn cael ei chyfrif.2. Pleidleiswch UNWAITH yn unig. Peidiwch â rhoi unrhyw farc arall ar y papur neu efallai na chaiff eich pleidlais ei chyfrif.3. Rhowch groes (X) yn y blwch ar yr ochr dde gyferbyn â'r ateb o'ch dewis.4. Os oes angen help arnoch i bleidleisio, rhaid i'r person sy'n eich helpu beidio â dweud wrth neb sut y pleidleisioch.5. Rhowch y papur pleidleisio yn yr amlen fach a farciwyd A a seliwch yr amlen.6. Llenwch y datganiad pleidlais bost, drwy [*ei lofnodi, a] nodi eich dyddiad geni.7. Yna rhowch yr amlen a farciwyd A ynghyd â'r datganiad pleidlais bost i mewn yn yr amlen fwy, a farciwyd B. Anfonwch hi yn ôl ar unwaith.8. Ar ôl cael y bleidlais bost hon, ni fyddwch yn cael pleidleisio yn bersonol mewn gorsaf bleidleisio yn y refferendwm hwn.9. Os digwydd ichi ddifetha eich papur pleidleisio yn ddamweiniol, gallwch wneud cais i'r Swyddog Cyfrif am bapur pleidleisio arall yn ei le, cyn 5.00pm ar [diwrnod/ dyddiad y pleidleisio]. Bydd yn rhaid ichi ddychwelyd y papur pleidleisio a ddifethwyd, y datganiad pleidlais bost a'r amlenni a farciwyd A a B. Gwnewch yn siŵr eich bod yn cysylltu â'r Swyddog Cyfrif cyn gynted ag y bo modd <p>! Rhaid i'ch papur pleidleisio a'r datganiad pleidlais bost gyrraedd y Swyddog Cyfrif erbyn 10.00am ar [diwrnod/ dyddiad y pleidleisio]. Cewch ddanfôn eich pleidlais bost gyflawn i unrhyw orsaf bleidleisio yn ardal y bleidlais ar ddiwrnod y bleidlais.</p> <p>Mae twyllo wrth bleidleisio yn drosedd. Rhaid ichi beidio â phleidleisio drwy ddefnyddio papur pleidleisio nad yw wedi ei gyfeirio atoch chi, nac ymyrryd â phapur pleidleisio neb arall</p> <p>Mae'n anghyfreithlon pleidleisio fwy nag unwaith yn yr un refferendwm (oni chawsoc eich penodi yn ddirprwy i berson arall sydd â hawl i bleidleisio yn y refferendwm)</p> <p>*(Y Swyddog Cyfrif i'w hepgor pan fo person wedi cael hepgoriad)</p>	<p>Complete the ballot paper yourself and in private. If you need help contact the Counting Officer's staff as shown below</p> <p>[contact details for assistance include address as appropriate]</p> <ol style="list-style-type: none">1. You must provide [*signature and] date of birth. If you do not, the postal voting statement will be invalid and your vote will not be counted.2. Vote ONCE only. Do not mark the ballot paper in any other way, or your vote may not be counted.3. Mark a cross (X) in the box on the right hand side of the answer of your choice.4. If you need help voting, the person helping you must not tell anyone how you voted.5. Put the ballot paper in the small envelope marked A and seal it.6. Complete the postal voting statement by [*signing it, and] providing your date of birth.7. Then put the envelope marked A together with the postal voting statement in the larger envelope marked B. Return it straightaway.8. After receiving this postal vote, you cannot vote in person at a polling station at this referendum.9. If you accidentally spoil your ballot paper, you can apply to the Counting Officer for a replacement before 5.00pm on [day/date of poll]. You must return the spoiled ballot paper, the postal voting statement and the envelopes marked A and B. Make sure you contact the Counting Officer as soon as possible. <p>! Your ballot paper and the postal voting statement must be received by the Counting Officer by 10.00am on [day/date of poll]. You can deliver your completed postal vote to any polling station in your voting area on polling day.</p> <p>Voting fraud is a crime. You must not vote using a ballot paper that is not addressed to you or interfere with another person's ballot paper</p> <p>It is illegal to vote more than once at the same referendum (unless you are appointed as a proxy for another person entitled to vote at the referendum)</p> <p>*(Counting Officer to omit where a person has been granted a waiver)</p>
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Status: This is the original version (as it was originally made).

<p style="text-align: center;">CERDYN PLEIDLEISIO SWYDDOGOL</p> <p>(i'w anfon at bleidleisiwr sy'n pleidleisio yn bersonol) <i>Blaen y cerdyn</i></p> <p style="text-align: center;">CERDYN PLEIDLEISIO SWYDDOGOL</p> <p>Cyngor: Rhif ar y Gofrestr:</p> <p>Ardal y Bleidlais: *Enw</p> <p>Diwrnod Pleidleisio: *Cyfeiriad</p> <p>Oriau pleidleisio: 7 a.m. tan 10 p.m.</p> <p>Eich gorsaf bleidleisio fydd: *(Y Swyddog Cyfrif i'w hepgor pan anfonir cerdyn pleidleisio at berson â chofnod diemw yn y gofrestr. Rhaid anfon cerdyn pleidleisio at berson o'r fath mewn amlen seliedig)</p> <p>*Cerdyn er gwybodaeth yn unig yw hwn. Gallwch bleidleisio hebdo, ond bydd yn arbed amser os ewch â'r cerdyn gyda chi i'r orsaf bleidleisio a'i ddangos i'r clerwr yno</p> <p style="text-align: center;">GWELER YR WYBODAETH YCHWANEGOL AR GEFN Y CERDYN HWN</p> <p style="text-align: center;"><i>Cefn y Cerdyn</i></p> <p>REFERENDWM [mewnoder enw'r awdurdod lleol]</p> <p>*Pan ewch i'r orsaf bleidleisio, dywedwch eich enw a'ch cyfeiriad wrth y clerwr, fel y'u dangosir ar wyneb y cerdyn.</p> <p>*Bydd y clerwr yn cadarnhau eich manylion ar y gofrestr.</p> <p>Pan roddir eich papur pleidleisio ichi, ewch i mewn i un o'r bythau pleidleisio. Rhwch groes (X) yn y blwch ar yr ochr dde gyferbyn â'r ateb o'ch dewis.</p> <p>Pleidleiswch UNWAITH yn unig. Peidiwch â rhoi unrhyw farc arall ar y papur pleidleisio neu efallai na chaiff eich pleidlais ei chyfrif.</p>	<p style="text-align: center;">OFFICIAL POLL CARD</p> <p>(to be sent to a voter voting in person) <i>Front of card</i></p> <p style="text-align: center;">OFFICIAL POLL CARD</p> <p>Council: Number on Register:</p> <p>Voting Area: *Name</p> <p>Polling Day: *Address</p> <p>Polling hours: 7 a.m. to 10 p.m.</p> <p>Your polling station will be: *(Counting Officer to omit where polling card sent to a person with an anonymous entry in the register. Poll card to such a person must be delivered in a sealed envelope)</p> <p>*This card is for information only. You can vote without it, but it will save you time if you take it to the polling station and show it to the clerk there</p> <p style="text-align: center;">SEE FURTHER INFORMATION ON THE BACK OF THIS CARD</p> <p style="text-align: center;"><i>Back of Card</i></p> <p>[insert name of local authority] REFERENDUM</p> <p>*When you go to the polling station tell the clerk your name and address, as shown on the front of the card.</p> <p>*The clerk will confirm your details on the register.</p> <p>When you are given your ballot paper, go to one of the polling booths. Mark a cross (X) in the box on the right hand side of the answer of your choice.</p> <p>Vote ONCE only. Do not put any other mark on the ballot paper, or your vote may not be counted.</p>
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Os gwnewch gamgymeriad a difetha eich papur pleidleisio, dangoswch y papur i'r swyddog llywyddu a gofynnwch am un yn ei le.

Plygwch y papur pleidleisio yn ddau. Dangoswch y rhif a'r nod adnabod unigryw arall sydd ar gefn y papur i'r swyddog llywyddu, ond peidiwch â gadael i neb weld eich pleidlais. Rhowch y papur yn y blwch pleidleisio ac ewch allan o'r orsaf pleidleisio.

Os byddwch i ffwrdd ar ddyddiad y pleidleisio—

- Gallwch wneud cais i bleidleisio drwy'r post. Rhaid i'ch ffurflen ddod i law cyn 5 p.m. ar [dyddiad cau -11 diwrnod]. Os rhoddir pleidlais bost ichi, ni fydd hawl gennych i bleidleisio yn bersonol yn y refferendwm hwn.
- Gallwch wneud cais i bleidleisio drwy ddirprwy (hynny yw, gall rhywun arall bleidleisio ar eich rhan). Rhaid i'ch cais ddod i law cyn 5 p.m. ar [dyddiad cau -6 diwrnod]. Os penodwch ddirprwy bydd yn dal yn bosibl ichi bleidleisio yn bersonol yn y refferendwm hwn os gwnewch hynny cyn i'ch dirprwy bleidleisio ar eich rhan. [dyddiad cau -6 diwrnod].
- Mewn amgylchiadau penodol, gall fod yn bosibl gwneud cais i bleidleisio drwy ddirprwy ar ôl [dyddiad cau -6 diwrnod]

Er mwyn newid unrhyw drefniadau pleidleisio, dylech gysylltu â [rhif llinell gymorth] cyn gynted ag y bo modd.

Cyhoeddwyd gan y Swyddog Cyfrif

[Pan anfonir cerdyn pleidleisio at berson sydd â chofnod diennw yn y gofrestr, rhowch y canlynol yn lle'r paragraffau a farciwyd â * uchod:-

Rhaid ichi fynd â'r cerdyn hwn gyda chi i bleidleisio. Ni chewch bleidleisio hebdo.

Pan gyrhaeddwch yr orsaf bleidleisio, gofynnwch am gael siarad â'r swyddog llywyddu, a dangoswch y cerdyn hwn iddo.

Bydd y swyddog llywyddu yn cadarnhau eich cofnod ar y gofrestr].

If you spoil your ballot paper by mistake, show it to the presiding officer and ask for a replacement.

Fold the ballot paper in two. Show the presiding officer the number and other unique identifying mark on the back of the ballot paper, but do not let anyone see your vote. Put the ballot paper in the ballot box and leave the polling station.

If you will be away on the date of the poll—

- You can apply to vote by post. Your application form must be received before 5 p.m. on [-11 day/date deadline]. If you are given a postal vote, you will not be entitled to vote in person at this referendum.
- You can apply to vote by proxy (this means someone else can vote on your behalf). Your application must be received before 5 p.m. on [-6 day/date deadline]. If you appoint a proxy you can still vote in this referendum yourself if you do so before your proxy has voted for you. [-6 day/date deadline].
- In certain circumstances it may be possible to apply to vote by proxy after [-6 day/date deadline]

To change any of your voting arrangements please contact [helpline number] as soon as possible.

Issued by the Counting Officer

[Where poll card sent to a person with an anonymous entry in the register substitute for the paragraphs marked with * above:-

You must have this card with you when you vote. You cannot vote without it.

When you go to the polling station, ask to speak to the presiding officer and show them this card.

The presiding officer will confirm your entry on the register].

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<p>CERDYN SWYDDOGOL PLEIDLAIS BOST (i'w anfon at bleidleisiwr sy'n pleidleisio drwy'r post) <i>Blaen y cerdyn</i></p>	<p>OFFICIAL POSTAL POLL CARD (to be sent to a voter voting by post) <i>Front of card</i></p>
<p>CERDYN SWYDDOGOL PLEIDLAIS BOST</p> <p>Cyngor: Diben yr hysbysiad hwn yw dweud wrthych eich bod wedi gwneud cais i bleidleisio drwy'r post ar gyfer y refferendwm hwn, ac na fydd modd ichi bleidleisio mewn gorsaf bleidleisio. Os ydych yn dymuno canslo eich pleidlais bost, ffoniwch y rhif llinell gymorth isod cyn 5 p.m. ar [dyddiad cau - 11 diwrnod].</p> <p>Ardal y Bleidlais: Byddwn yn anfon eich papurau pleidlais bost atoch tua [diwrnod/ dyddiad].</p> <p>Ar gyfer y refferendwm ar [diwrnod/ dyddiad]</p> <p>Rhif ar y Gofrestr</p> <p>*Enw a Chyfeiriad *(Y Swyddog Cyfrif i'w hepgor pan anfonir cerdyn pleidleisio at berson â chofnod diemw yn y gofrestr. Rhaid danfon cerdyn pleidleisio at berson o'r fath mewn amlen seliedig.)</p> <p>Cyfeiriwyd at: (Enw a Chyfeiriad))</p> <p>Os na fydd eich papurau pleidlais bost wedi cyrraedd erbyn [diwrnod/ dyddiad] ffoniwch [rhif llinell gymorth] a gofynnwch am help.</p> <p>Os digwydd ichi gollu eich papur pleidleisio neu ei ddifetha yn ddamweiniol, ffoniwch y rhif llinell gymorth uchod, cyn gynted ag y bo modd. Gellir rhoi papurau pleidleisio arall cyn 5 p.m. ar [diwrnod/ dyddiad y pleidleisio].</p> <p>Diben y cerdyn hwn yw rhoi gwybodaeth ichi am bleidleisio drwy'r post</p> <p>GWELER YR WYBODAETH AR GEFN Y CERDYN</p> <p><i>Cefn y Cerdyn</i></p>	<p>OFFICIAL POSTAL POLL CARD</p> <p>Council: This notice is to tell you that you have asked to vote by post for this referendum, and you will not be able to vote in a polling station. If you want to cancel your postal vote please call the helpline number shown below before 5 p.m on [-11day/date deadline].</p> <p>Voting Area: For the referendum on [day/date]</p> <p>Number on Register</p> <p>*Name and Address *(Counting Officer to omit where poll card sent to a person with an anonymous entry in the register. Poll card to such a person must be delivered in a sealed envelope.)</p> <p>We will send your postal voting papers around [day/date].</p> <p>Addressed to: (Name and Address)</p> <p>If your postal voting papers have not arrived by [day/date] call [helpline number] and ask for help.</p> <p>If you lose or accidentally spoil your postal ballot paper, please call the helpline number shown above as soon as possible. Replacement ballot papers can be issued before 5 p.m. on [day/date of poll].</p> <p>This card is to provide you with information about voting by post</p> <p>SEE INFORMATION ON BACK OF THIS CARD</p> <p><i>Back of card</i></p>
<p>REFERENDWM [mewnosoder enw'r awdurdod lleol]</p> <p>Os gwelwch yn dda, pan gewch eich pecyn pleidlais bost, darllenwch y cyfarwyddiadau yn ofalus cyn llenwi eich papur pleidlais bost.</p>	<p>[insert name of local authority] REFERENDUM</p> <p>When you receive your postal voting pack, please read the instructions with it carefully before completing your postal ballot paper.</p>

<p>Peidiwch â gadael i neb weld eich pleidlais. Os oes angen help amoch i bleidleisio, rhaid i'r person sy'n eich helpu beidio â dweud wrth neb sut y pleidleisioch. Mae cymorth annibynnol i'w gael gan y Swyddog Cyfrif; ffoniwch y rhif llinell gymorth a ddangosir isod.</p> <p>Rhaid ichi lofnodi'r datganiad pleidlais bost (heblaw eich bod wedi cael hepgoriad drwy drefniant ymlaen llaw gyda'r Swyddog Cyfrif) a darparu eich dyddiad geni. Mesur diogelwch yw hwn. Ni fydd yn effeithio ar eich pleidlais nac yn golygu y bydd modd ei hadnabod. Heb eich llofnod chi (heblaw i chi gael hepgoriad) a'ch dyddiad geni, ni fydd y datganiad yn ddilys ac ni fydd eich pleidlais yn cael ei chyfrif. Gall y Swyddog Cyfrif wirio eich llofnod gyferbyn â chofnodion eraill a gedwir ganddo.</p> <p>Os digwydd ichi gollu eich papur pleidleisio neu ei ddifetha yn ddamweiniol, ffoniwch y rhif llinell gymorth cyn gynted ag y bo modd. Dim ond cyn 5p.m. ar [diwrnod/ dyddiad y pleidleisio] y gallwn roi papur pleidlais bost arall i chi.</p> <p>Llenwch a dychwelwch eich pleidlais bost cyn gynted ag y bo modd. Rhaid i'r Swyddog Cyfrif gael eich pleidlais bost erbyn 10 p.m. ar [diwrnod/ dyddiad y pleidleisio]. Cewch ddanfôn eich papurau pleidleisio ar ôl eu llenwi i unrhyw orsaf bleidleisio yn ardal y bleidlais.</p> <p>Os oes amoch eisiau pleidleisio yn bersonol yn y refferendwm hwn, rhaid ichi ganslo eich pleidlais bost cyn 5 p.m. ar [dyddiad cau -11 diwrnod].</p> <p>Os oes angen unrhyw gymorth amoch, ffoniwch ein llinell gymorth ar: [rhif y llinell gymorth]</p> <p>Mae pleidleisio ar bapur pleidleisio nad yw wedi ei gyfeirio atoch chi yn dramgwydd</p> <p><i>Cyhoeddwyd gan y Swyddog Cyfrif</i></p>	<p>Do not let anyone see your vote. If you need help voting, the person helping you must not tell anyone how you have voted. You can get independent help from the Counting Officer; please call the helpline number shown below.</p> <p>You must sign the postal voting statement (unless you have been granted a waiver by prior arrangement with the Counting Officer) and provide your date of birth. This is a security measure. It will not affect your vote or mean it can be identified. Without your signature (unless a waiver has been granted) and date of birth, the statement will not be valid and your vote will not be counted. The Counting Officer can cross check your signature against other records that they hold.</p> <p>If you lose or accidentally spoil your ballot paper, please call the helpline number shown below as soon as possible. We can only issue replacement postal ballot papers before 5 p.m. on [day/date of poll].</p> <p>Complete and return your postal vote as soon as possible. The Counting Officer must receive your postal vote by 10 p.m. on [day/date of poll]. You can deliver your completed voting papers to any polling station in the voting area.</p> <p>If you want to vote in person at this referendum, you must cancel your postal vote before 5 p.m. on [-11 day/date deadline].</p> <p>If you need any assistance, please call our helpline on: [helpline number]</p> <p>It is an offence to vote using a ballot paper that was not addressed to you</p> <p><i>Issued by the Counting Officer</i></p>
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<p>CERDYN SWYDDOGOL PLEIDLEISIO DRWY DDIRPRWY</p> <p>(i'w anfon at ddirprwy penodedig sy'n pleidleisio yn bersonol)</p> <p><i>Blaen y cerdyn</i></p>	<p>OFFICIAL PROXY POLL CARD</p> <p>(to be sent to an appointed proxy voting in person)</p> <p><i>Front of card</i></p>
<p>CERDYN SWYDDOGOL PLEIDLEISIO DRWY DDIRPRWY</p> <p>Cyngor: *Diben y cerdyn pleidleisio hwn yw dweud wrthyhch bod</p> <p>Ardal y Bleidlais: y person a enwir ar gefn y cerdyn wedi eich penodi chi yn ddirprwy iddo ar gyfer y refferendwm hwn.</p> <p>Diwrnod Pleidleisio: *Enw'r dirprwy</p> <p>Oriau pleidleisio: 7 a.m. tan 10 p.m.</p> <p>Yr orsaf bleidleisio lle y cewch bleidleisio ar ran y person y'ch penododd chi yn ddirprwy fydd:</p> <p>*Cyfeiriad y dirprwy</p> <p>.....</p> <p><i>*(Y Swyddog Cyfrif i'w hepgor pan anfonir cerdyn pleidleisio at ddirprwy person â chofnod diennw yn y gofrestr. Rhaid anfon cerdyn pleidleisio at ddirprwy o'r fath mewn amlen seliedig)</i></p> <p>*Cerdyn er gwybodaeth yn unig yw hwn. Gallwch bleidleisio hebdo, ond bydd yn arbed amser os ewch â'r cerdyn gyda chi i'r orsaf bleidleisio a'i ddangos i'r clerc yno</p> <p><i>GWELER YR WYBODAETH YCHWANEGOL AR GEFN Y CERDYN HWN</i></p>	<p>OFFICIAL PROXY POLL CARD</p> <p>Council: *This poll card is to tell you that for this referendum the person named on the back of the card has appointed you as their proxy.</p> <p>Voting Area:</p> <p>Polling Day:</p> <p>Polling hours: 7 a.m. to 10 p.m. *Proxy's name</p> <p>The polling station at which you may vote on behalf of the person who has appointed you proxy will be: *Proxy's address</p> <p>.....</p> <p><i>*(Counting Officer to omit where poll card sent to the proxy of a person with an anonymous entry in the register. Poll card to such a proxy should be delivered in a sealed envelope).</i></p> <p>*This card is for information only. You can vote without it, but it will save you time if you take it to the polling station and show it to the clerk there</p> <p><i>SEE FURTHER INFORMATION ON BACK OF THIS CARD</i></p>
<p><i>Cefn y Cerdyn</i></p>	<p><i>Back of card</i></p>
<p>REFERENDWM [mewnoder enw'r awdurdod lleol]</p>	<p>[insert name of local authority] REFERENDUM</p>

<p>*Diben y cerdyn pleidleisio hwn yw dweud wrthych eich bod, ar gyfer y refferendwm hwn, wedi eich penodi yn ddirprwy dros</p> <p>.....</p> <p>*(Enw'r person)</p> <p>.....</p> <p>*(Cyfeiriad y person)</p> <p>.....</p> <p>*(Rhif y person ar y gofrestr)</p> <p>*Pan ewch i'r orsaf bleidleisio, dywedwch wrth y clerch eich bod yn dymuno pleidleisio fel dirprwy ar ran y person a ddangosir uchod.</p> <p>Bydd y clerch yn cadarnhau y manylion ar y gofrestr.</p> <p>Pan roddir eich papur pleidleisio ichi, ewch i mewn i un o'r bythau pleidleisio. Rhowch groes (X) yn y blwch ar yr ochr dde gyferbyn â'r ateb y mae'r person yn pleidleisio drosto.</p> <p>Pleidleiswch UNWAITH yn unig. Peidiwch â rhoi unrhyw farc arall ar y papur neu efallai na chaiff eich pleidlais ei chyfrif.</p> <p>Os gwnewch gamgymeriad a difetha eich papur pleidleisio, dangoswch y papur i'r swyddog llywyddu a gofynnwch am un arall yn ei le.</p> <p>Plygwch y papur pleidleisio yn ddau. Dangoswch y rhif a'r nod adnabod unigryw arall sydd ar gefn y papur pleidleisio i'r swyddog llywyddu, ond peidiwch â gadael i neb weld y bleidlais. Rhowch y papur yn y blwch pleidleisio ac ewch allan o'r orsaf bleidleisio.</p> <p>Os byddwch i ffwrdd ar ddyddiad y pleidleisio, gallwch wneud cais cyn 5 p.m. ar [dyddiad cau -11 diwrnod] i gael pleidleisio drwy'r post. Os rhoddir pleidlais bost ichi, ni fydd hawl gennych chi, na'r person y'ch penododd yn ddirprwy iddo, i bleidleisio yn bersonol yn y refferendwm hwn.</p> <p>Caiff y person y'ch penododd chi yn ddirprwy bleidleisio yn y refferendwm hwn. Os yw'n dymuno gwneud hynny, rhaid iddo bleidleisio yn bersonol cyn eich bod chi wedi pleidleisio ar ei ran.</p> <p>Mae'n anghyfreithlon gwneud unrhyw un o'r canlynol:</p>	<p>*This poll card is to tell you that for this referendum you are appointed as proxy for</p> <p>.....</p> <p>*(Person's name)</p> <p>.....</p> <p>*(Person's address)</p> <p>.....</p> <p>*(Person's number on register)</p> <p>*When you go to the polling station, tell the clerk that you wish to vote as proxy on behalf of the person shown above.</p> <p>The clerk will confirm the details on the register.</p> <p>When you are given the ballot paper, go to one of the polling booths. Mark a cross (X) in the box on the right hand side of the answer the person is voting for.</p> <p>Vote ONCE only. Do not put any other mark on the ballot paper, or the vote may not be counted.</p> <p>If you spoil the ballot paper by mistake, show it to the presiding officer and ask for a replacement.</p> <p>Fold the ballot paper in two. Show the presiding officer the number and other unique identifying mark on the back of the ballot paper, but do not let anyone see the vote. Put the ballot paper in the ballot box and leave the polling station.</p> <p>If you will be away on the date of the poll, you can apply before 5 p.m. on [-11 day/date deadline] to vote by post. If you are given a postal vote, you or the person who appointed you as proxy will <i>not</i> be entitled to vote in person at this referendum.</p> <p>The person who appointed you as proxy may vote at this referendum. If they wish to do so they must vote in person before you vote on their behalf.</p> <p>It is illegal to do any of the following:</p>
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Status: This is the original version (as it was originally made).

<ul style="list-style-type: none">• Pleidleisio fwy nag unwaith (heblaw i chi gael eich penodi yn ddirprwy dros berson arall) yn yr un refferendwm.• Pleidleisio fel dirprwy yn yr un refferendwm dros fwy na dau berson onid ydych yn briod, partner sifil, rhiant, taid (tad-cu), nain (mam-gu), brawd, chwaer, mab, merch, wyr neu wyres iddynt.• Pleidleisio fel dirprwy dros berson gan wybod bod y person hwnnw yn anghymwys yn gyfreithiol i bleidleisio. <p>Os oes angen unrhyw gymorth amoch, ffloniwch ein llinell gymorth ar: <i>[rhif y llinell gymorth]</i></p> <p>Cyhoeddwyd gan y Swyddog Cyfrif</p> <p><i>[Pan anfonir cerdyn pleidleisio at ddirprwy person sydd â chofnod diennw yn y gofrestr, rhowch y canlynol yn lle'r paragraffau a farciwyd â * uchod:-</i></p> <p>Rhaid ichi fynd â'r cerdyn hwn gyda chi i bleidleisio. Ni chewch bleidleisio fel dirprwy hebdo.</p> <p>Mae hawl gennych i bleidleisio fel dirprwy dros y person y dangosir isod ei rif ar y gofrestr</p> <p>.....</p> <p><i>(Rhif y person ar y gofrestr)</i></p> <p>I bleidleisio fel dirprwy, rhaid ichi fynd i'r orsaf bleidleisio a ddangosir ar flaen y cerdyn hwn. Gofynnwch am gael siarad â'r swyddog llywyddu a dangoswch y cerdyn hwn iddo .]</p>	<ul style="list-style-type: none">• Vote more than once (unless you are appointed as a proxy for another person) at the same referendum.• Vote as a proxy at the same referendum for more than two persons unless you are their spouse, civil partner, parent, grandparent, brother, sister, child or grandchild.• Vote as a proxy for a person if you know that the person is subject to a legal incapacity to vote. <p>If you need any assistance, please call our helpline number on: <i>[helpline number]</i>.</p> <p>Issued by the Counting Officer</p> <p><i>[Where poll card is sent to the proxy of a person with an anonymous entry in the register substitute for the text marked * above:-</i></p> <p>You must have this card with you when you vote, you cannot vote as proxy without it.</p> <p>You are entitled to vote as proxy for the person whose number on the register is shown below</p> <p>.....</p> <p><i>(Person's number on register)</i></p> <p>To vote as proxy you must go to the polling station shown on the front of this card. Ask to speak to the presiding officer and show them this card.]</p>
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CERDYN SWYDDOGOL PLEIDLAIS BOST DRWY DDIRPRWY		OFFICIAL PROXY POSTAL POLL CARD	
(i'w anfon at ddirprwy penodedig sy'n pleidleisio drwy'r post)		(to be sent to an appointed proxy voting by post)	
<i>Blaen y cerdyn</i>		<i>Front of card</i>	
CERDYN SWYDDOGOL PLEIDLAIS BOST DRWY DDIRPRWY		OFFICIAL PROXY POSTAL POLL CARD	
Cyngor:	Diben y cerdyn pleidleisio hwn yw dweud wrthych bod y person a enwir ar gefn y cerdyn wedi eich penodi chi yn ddirprwy iddo ar gyfer y refferendwm hwn, a'ch bod chi wedi penderfynu pleidleisio drwy'r post. Ni fydd modd ichi bleidleisio ar ran y person y'ch penododd yn ddirprwy mewn gorsaf bleidleisio.	Council:	This poll card is to tell you that for this referendum, the person named on the back of this card has appointed you as their proxy and you have decided to vote by post. You will not be able to vote on behalf of the person who appointed you as proxy in a polling station. If you want to cancel this postal vote and vote in person on polling day, please call the helpline number shown below before 5 p.m. on [- 11 day/date deadline].
Ardal y Bleidlais:	Os ydych yn dymuno canslo'r bleidlais bost hon a phleidleisio yn bersonol ar ddiwrnod y bleidlais, ffoniwch y rhif llinell gymorth isod cyn 5 p.m. ar [dyddiad cau - 11 diwrnod].	Voting Area:	
Ar gyfer y refferendwm ar [diwrnod/ dyddiad]	Byddwn yn anfon y papurau pleidlais bost drwy ddirprwy atoch tua [diwrnod/ dyddiad].	For the referendum on:[day/date]	
Enw a Chyfeiriad (Dirprwy)	Os na fydd y papurau pleidlais bost wedi cyrraedd erbyn [diwrnod/ dyddiad] ffoniwch [rhif llinell gymorth] a gofynnwch am gymorth.	Name and Address (Proxy):	We will send the proxy postal voting papers around [day/date].
			If the postal voting papers have not arrived by [day/date] call: [helpline number] and ask for help.
Os digwydd ichi golli papur pleidleisio'r person y'ch penododd chi yn ddirprwy, neu ei ddifetha yn ddamweiniol, ffoniwch y rhif llinell gymorth uchod, cyn gynted ag y bo modd. Dim ond cyn 5 p.m. ar [diwrnod/ dyddiad y pleidleisio] y gallwn roi papur pleidlais bost arall i chi.		If you lose or accidentally spoil the ballot paper of the person who appointed you as proxy, please call the helpline number shown above as soon as possible. Replacement postal ballot papers can only be issued before 5 p.m. on [day/date of poll].	

Status: This is the original version (as it was originally made).

<p>Diben y cerdyn hwn yw rhoi gwybodaeth ichi ynglŷn â phleidleisio drwy'r post.</p> <p><i>GWELER YR WYBODAETH YCHWANEGOL AR GEFN Y CERDYN HWN</i></p>	<p>This card is to provide you with information about voting by post.</p> <p><i>SEE FURTHER INFORMATION ON BACK OF THIS CARD</i></p>
<p><i>Cefn y Cerdyn</i></p>	<p><i>Back of card</i></p>
<p>REFERENDWM [<i>mewnosoder enw'r awdurdod lleol</i>]</p>	<p>[<i>insert name of local authority</i>] REFERENDUM</p>
<p>*Diben y cerdyn pleidleisio hwn yw dweud wrthyh eich bod, ar gyfer y refferendwm hwn, wedi eich penodi yn ddirprwy dros y person a enwir isod a'ch bod wedi penderfynu pleidleisio drwy'r post</p> <p>.....</p>	<p>*This poll card is to tell you that for this referendum you are appointed as proxy for the person named below and you have decided to vote by post</p> <p>.....</p>
<p><i>*(Enw'r person)</i></p> <p>.....</p> <p>.....</p>	<p><i>*(Person's name)</i></p> <p>.....</p> <p>.....</p>
<p><i>*(Cyfeiriad y person)</i></p> <p>Os gwelwch yn dda, pan gewch y pecyn pleidlais bost, darllenwch y cyfarwyddiadau yn ofalus cyn llenwi'r papur pleidlais bost.</p>	<p><i>*(Person's address)</i></p> <p>When you receive the postal voting pack, please read the instructions with it carefully before completing the postal ballot paper.</p>
<p>Peidiwch â gadael i neb weld eich pleidlais. Os oes angen help arnoch i bleidleisio, rhaid i'r person sy'n eich helpu beidio â dweud wrth neb sut y pleidleisioch.</p>	<p>Do not let anyone see your vote. If you need help voting, the person helping you must not tell anyone how you have voted.</p>
<p>Rhaid ichi lofnodi'r datganiad pleidlais bost (heblaw eich bod wedi cael hepgoriad drwy drefniant ymlaen llaw gyda'r Swyddog Cyfrif) a darparu eich dyddiad geni. Mesur diogelwch yw hwn. Ni fydd yn effeithio ar eich pleidlais nac yn golygu y bydd modd ei hadnabod. Heb eich llofnod chi (heblaw i chi gael hepgoriad) a'ch dyddiad geni, ni fydd y datganiad yn ddilys ac ni fydd eich pleidlais yn cael ei chyfrif. Gall y Swyddog Cyfrif wirio eich llofnod gyferbyn â chofnodion eraill a gedwir ganddo.</p>	<p>You must sign the postal voting statement (unless you have been granted a waiver by prior arrangement with the Counting Officer) and provide your date of birth. This is a security measure. It will not affect your vote or mean that it can be identified. Without your signature (unless a waiver has been granted) and date of birth the statement will not be valid and your vote will not be counted. The Counting Officer can cross check your signature against other records they hold.</p>
<p>Os digwydd ichi gollu'r papur pleidleisio neu ei ddifetha yn ddamweiniol, ffoniwch y rhif llinell gymorth cyn gynted ag y bo modd. Dim ond cyn 5 p.m. ar [<i>diwrnod/ dyddiad y pleidleisio</i>] y gallwn roi papurau pleidleisio arall i chi.</p>	<p>If you lose or accidentally spoil the postal ballot papers please call the helpline number below as soon as possible. We can only issue replacement postal ballot papers before 5 p.m. on [<i>day/date of poll</i>].</p>
<p>Llenwch a dychwelwch y bleidlais bost cyn gynted ag y bo modd. Rhaid i'r Swyddog Cyfrif gael eich pleidlais bost erbyn 10 a.m. ar [<i>diwrnod/ dyddiad y pleidleisio</i>]. Cewch ddanfôn eich papurau pleidleisio ar ôl eu llenwi i unrhyw orsaf bleidleisio yn ardal y bleidlais.</p>	<p>Complete and return the postal vote as soon as possible. The Counting Officer must receive the postal vote by 10 a.m. on [<i>day/date of poll</i>]. You can deliver your completed voting papers to any polling station in your voting area.</p>

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Os oes amoch eisiau pleidleisio yn bersonol fel dirprwy yn y refferendwm hwn, rhaid ichi ganslo eich pleidlais bost cyn 5 p.m. ar [dyddiad cau -11 diwrnod].

Mae'n anghyfreithlon gwneud unrhyw un o'r canlynol:

- Pleidleisio fwy nag unwaith (heblaw i chi gael eich penodi yn ddirprwy dros berson arall) yn yr un refferendwm.
- Pleidleisio fel dirprwy yn yr un refferendwm dros fwy na dau berson, heblaw eich bod yn briod, partner sifil, rhiant, taid (tad-cu), nain (mam-gu), brawd, chwaer, mab, merch, wyr neu wyres iddynt.
- Pleidleisio fel dirprwy dros berson gan wybod bod y person hwnnw yn anghymwys yn gyfreithiol i bleidleisio.

Os oes angen unrhyw gymorth amoch, ffoniwch ein llinell gymorth ar: [rhif y llinell gymorth]

Cyhoeddwyd gan y Swyddog Cyfrif

[Pan anfonir cerdyn pleidleisio at ddirprwy person sydd â chofnod diennw yn y gofrestr, rhowch y canlynol yn lle'r paragraffau a farciwyd â * uchod:-

Diben y cerdyn pleidleisio hwn yw dweud wrthyh eich bod, ar gyfer y refferendwm hwn, wedi eich penodi yn ddirprwy dros y person y dangosir isod ei rif ar y gofrestr, a'ch bod wedi penderfynu pleidleisio drwy'r post.

Mae hawl gennych i bleidleisio fel dirprwy dros pleidleisiwr y dangosir isod ei rif ar y gofrestr

.....

(Rhif y person ar y gofrestr)

If you want to vote in person as a proxy at this referendum, you must cancel your postal vote before 5 p.m. on [-11 day/date deadline].

It is illegal to do any of the following:

- Vote more than once (unless you are appointed as a proxy for another person) at the same referendum.
- Vote as a proxy as the same referendum for more than two persons unless you are their spouse, civil partner, parent, grandparent, brother, sister, child or grandchild.
- Vote as a proxy for a person if you know that the person is subject to a legal incapacity to vote.

If you need any assistance, please call our helpline number on: [helpline number].

Issued by the Counting Officer

[Where poll card is sent to the proxy of a person with an anonymous entry in the register substitute for the text marked * above:-

This poll card is to tell you that for this referendum you are appointed as proxy for the person whose number on the register is shown below and you have decided to vote by post.

You are entitled to vote as proxy for the voter whose number on the register is shown below

.....

(Person's number on register)

Status: This is the original version (as it was originally made).

Ffurf y cyfarwyddiadau fel canllawiau i bleidleiswyr a dirpwyon wrth bleidleisio

Form of directions for the guidance of the voters and proxies in voting

CANLLAWIAU I BLEIDLEISWYR A DIRPRWYON

GUIDANCE FOR VOTERS AND PROXIES

- | | |
|---|---|
| <ol style="list-style-type: none">1. Pan roddir eich papur pleidleisio ichi, ewch i un o'r blychau pleidleisio2. Rhowch groes (X) yn y blwch ar yr ochr dde gyferbyn â'r ateb o'ch dewis.3. Pleidleisiwch UNWAITH yn unig. Peidiwch â rhoi unrhyw farc arall ar y papur neu efallai na chaiff eich pleidlais ei chyfrif.4. Plygwch y papur pleidleisio yn ddau. Dangoswch y rhif a'r nod adnabod unigryw arall sydd ar gefn y papur i'r swyddog llywyddu, ond peidiwch â gadael i neb weld eich pleidlais.5. Rhowch y papur pleidleisio yn y blwch pleidleisio ac ewch allan o'r orsaf bleidleisio.6. Os gwnewch gamgymeriad a difetha eich papur pleidleisio, dangoswch ef i'r swyddog llywyddu a gofynnwch am un arall yn ei le. | <ol style="list-style-type: none">1. When you are given your ballot paper go to one of the polling booths.2. Mark a cross (X) in the box on the right hand side of the answer of your choice.3. Vote ONCE only. Put no other mark on the ballot paper, or your vote may not be counted.4. Fold the ballot paper in two. Show the presiding officer the number and other unique identifying mark on the back of the ballot paper, but do not let anyone see your vote.5. Put the ballot paper in the ballot box and leave the polling station.6. If you spoil your ballot paper by mistake, show it to the presiding officer and ask for a replacement. |
|---|---|

Ffurf Tystysgrif Cyflogaeth Form of Certificate of Employment	
<p style="text-align: center;">REFERENDWM DEDDF LLYWODRAETH LEOL</p> <p>ARDAL Y BLEIDLAIS.....</p> <p>Rwy'n ardystio na ellir, yn rhesymol, ddisgwyl i (enw) sydd â'r rhif yn y gofrestr etholwyr ar gyfer ardal y bleidlais a enwir uchod fynd yn bersonol i'r orsaf bleidleisio a ddyrannwyd *[iddo] *[iddi] yn y refferendwm ar [dyddiad y pleidleisio] oherwydd amgylchiadau penodol ei *[gyflogi] *[chyflogi] ar y dyddiad hwnnw at bwrpas sy'n gysylltiedig â'r refferendwm —</p> <p>*(a) fel cwnstabl</p> <p>*(b) gennyf i</p> <p>Llofnod</p> <p>*Swyddog Cyfrif, Swyddog o'r Heddlu (Arolygydd neu uwch)</p> <p>Dyddiad</p> <p>*Dileer pa un bynnag sy'n amhriodol</p> <p>Noder: Mae hawl gan y person a enwir uchod i bleidleisio mewn unrhyw orsaf bleidleisio yn yr ardal bleidlais uchod drwy ddangos ac ildio'r dystysgrif hon i'r swyddog llywyddu.</p>	<p style="text-align: center;">LOCAL GOVERNMENT ACT REFERENDUM</p> <p>VOTING AREA</p> <p>I certify that (name) who is numbered in the register of electors for the voting area named above cannot reasonably be expected to go in person to the polling station allotted to him or her at the referendum [<i>date of poll</i>] by reason of the particular circumstances of his or her employment on that date for a purpose connected with the referendum—</p> <p>*(a) as a constable</p> <p>*(b) by me</p> <p>Signature.....</p> <p>*Counting Officer, Police Officer (Inspector or above)</p> <p>Date:</p> <p>*Delete whichever is inappropriate</p> <p>Note: The person named above is entitled to vote at any polling station of the above voting area on production and surrender of this certificate to the presiding officer.</p>

Status: This is the original version (as it was originally made).

Ffurf y datganiad sydd i'w wneud gan gydymaith pleidleisiwr neu ddirprwy ag anableddau Form of declaration to be made by the companion of a voter or proxy with disabilities	
<p>Yr wyf i, (enw'r cydymaith)</p> <p>o (cyfeiriad y cydymaith)</p> <p>y gofynnwyd imi gynorthwyo..... (enw'r pleidleisiwr neu ddirprwy)</p> <p>[yn achos dirprwy ag anableddau ychwaneger sy'n pleidleisio fel dirprwy dros.</p> <p>(enw'r pleidleisiwr)] sydd â'i rif ar y gofrestr yn.....i fwrw ei bleidlais yn y refferendwm a gynhelir yn awr yn ardal y bleidlais hon, drwy hyn yn datgan</p> <ul style="list-style-type: none"> • bod hawl gennyf i bleidleisio ar fy rhan fy hunan yn y refferendwm dywededig, • fy mod yn *..... i'r pleidleisiwr neu ddirprwy dywededig ac fy mod dros 18 mlwydd oed, ac • nad wyf eisoes wedi cynorthwyo unrhyw bleidleisiwr ag anableddau [heblaw am..... (enw'r pleidleisiwr neu ddirprwy arall)], o (cyfeiriad y pleidleisiwr neu ddirprwy arall)] i bleidleisio yn y refferendwm dywededig. <p><i>*noder perthynas y cydymaith â'r pleidleisiwr neu ddirprwy</i></p> <p>Llofnod..... (Cydymaith)</p> <p>Dyddiad.....</p> <p>Yr wyf i, sydd â'm llofnod isod, sef y swyddog llywyddu ar gyfer (gorsaf bleidleisio) ar gyfer yr ardal bleidlais..... yn ardystio drwy hyn bod y datganiad uchod, a ddarllenwyd yn uchel yn gyntaf i'r cydymaith a enwir uchod, wedi ei lofnodi gan y cydymaith yn fy mhresenoldeb i.</p> <p>Llofnod(Swyddog Llywyddu)</p> <p>Dyddiad</p> <p>Amser (a.m./p.m.)</p>	<p>I, (name of companion)</p> <p>of..... (address of companion)</p> <p>having been requested to assist..... (name of voter or proxy)</p> <p>[in the case of a proxy with disabilities, adding voting by proxy for.....</p> <p>(name of voter)] whose number on the register is.....to record their vote at the referendum now being held in this voting area, hereby declare that</p> <ul style="list-style-type: none"> • I am entitled to vote on my own behalf at the said referendum • I am the *..... of the said voter or proxy and have attained the age of 18 years and • I have not previously assisted any voter with disabilities [except..... (name of other voter or proxy)], of..... (address of other voter or proxy)] to vote at the said referendum. <p><i>*state the relationship of the companion to the voter or proxy</i></p> <p>Signed..... (Companion)</p> <p>Date.....</p> <p>I, the undersigned being the presiding officer for..... (polling station) for the..... voting area of..... hereby certify that the above declaration, having been first read to the above-named companion, was signed by the companion in my presence.</p> <p>Signed (Presiding Officer)</p> <p>Date</p> <p>Time (a.m./p.m.)</p>

NODER:

1. Os yw'r person sy'n gwneud y datganiad uchod yn fwriadol a chan wybod hynny, yn gwneud datganiad sy'n ffug mewn manylyn o bwys, bydd yn euog o dramgwydd.
2. Pleidleisiwr neu ddirprwy ag anableddau yw person a wnaeth ddatganiad o dan Rheolau Refferenda'r Ddeddf Llywodraeth Leol bod y person hwnnw wedi ei analluogi i'r fath raddau gan ddallineb neu anabledd arall, neu gan anallu i ddarllen, fel nad yw'n gallu pleidleisio heb gymorth.

NOTE:

1. If the person making the above declaration knowingly and wilfully makes therein a statement false in a material particular, that person will be guilty of an offence.
2. A voter or proxy with disabilities is a person who has made a declaration under the Local Government Act Referendum Rules that that person is so incapacitated by blindness or other disability, or by an inability to read, as to be unable to vote without assistance.