

Instructions for voting by post

Date of referendum: Thursday 23 June 2016

Referendum on the United Kingdom's membership of the European Union

Voting area: London Borough of Merton



Helpline: 020 8274 4901

Email: electoral.services@merton.gov.uk

Web: www.merton.gov.uk/voting

If you need help or information about postal voting in another format, please contact us.

Your postal voting pack contains:

- your ballot paper
- your postal voting statement attached to envelope A
- envelope B
- instructions for voting by post

How to vote by post

Your postal voting statement

- For your vote to be counted, you must fill in and return the postal voting statement with your ballot paper.
- Complete the postal voting statement by **signing** it (if you have been granted a signature waiver only your date of birth is required), and entering your **date of birth**. **Make sure it's your date of birth, not today's date.**
- If you do not provide your signature and date of birth, the statement will be invalid and your vote will not be counted. This is a security measure. Your signature and date of birth will be checked against those which you have already provided. If they do not match, your vote will not be counted.
- Only you, the voter, can sign the statement - no one else can. Power of Attorney does not apply to the voting process [Mental Capacity Act 2005].
- If you are unable to sign (e.g. because of a recent accident) please contact the Counting Officer for more advice.

Your ballot paper

- Vote **only once** by putting a cross in the box next to your choice.
- (!) Do not mark the ballot paper in any other way or your vote may not count.
- (!) If you need help to vote, you can ask someone you know or get independent help by calling the helpline. The person helping you must not tell anyone how you voted.

After you have voted

- Put the completed ballot paper into **envelope A**. Remove the tape to expose the adhesive strip and **fold the flap over to seal envelope A**.
- Put your sealed **envelope A with postal voting statement still attached, into envelope B**.
- **Seal and post envelope B**. Do this as soon as you can. It must reach the Counting Officer by **10pm on Thursday 23 June 2016**.
- If you are returning your postal vote on polling day, you can either hand deliver it to any polling station in the voting area or to the Electoral Services Office at Civic Centre, London Road, Morden, SM4 5DX.
- After receiving this postal vote you cannot vote in person at a polling station in this referendum - unless you cancel your postal vote in writing **before 5pm on Wednesday 8 June 2016**.
- If you make a mistake you can get a replacement. Call us immediately as we can only issue a replacement **before 5pm on Thursday 23 June 2016**. If you lose your postal ballot paper or the postal voting statement, you can get a replacement **from Friday 17 June 2016**. If you apply **after 5pm on Wednesday 22 June 2016** we can only issue a replacement if you return this ballot pack by hand.

Electoral fraud is a crime. It is an offence to vote using a ballot paper that was not sent for your use or interfere with another voter's ballot paper. It is an offence to vote more than once at the same referendum (unless you are voting on your own behalf and as a proxy for another person).

Issued by the Counting Officer

How to vote by post

Your postal voting statement

1 POSTAL VOTING STATEMENT

My Date of Birth is:

Day Month Year

My Signature is:

Ward:

Ballot paper envelope **A**

Your completed ballot paper and postal voting statement must reach us by 10pm on election day

For your vote to be counted you must complete your postal voting statement. It is attached to the ballot paper envelope (envelope A).

Completing your statement

2 POSTAL VOTING STATEMENT

My date of birth is: (use numbers)

Day Month Year

My Signature is:

A.N. Other

Right

3 POSTAL VOTING STATEMENT

My date of birth is: (use numbers)

Day Month Year

My Signature is:

A.N. Other

Wrong

On your postal voting statement you will need to provide your **date of birth** and **signature** (unless you have been granted a signature waiver in which case only a date of birth is required). Please ensure that you keep your date of birth and signature within the boxes provided. Make sure you fill in your **date of birth** and **not** today's date. **Do not detach the statement from envelope A.**

Your ballot paper

3 Then complete your ballot paper. Please read the instructions overleaf carefully.

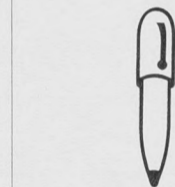
Referendum on the United Kingdom's membership of the European Union

Vote only once by putting a cross in the box next to your choice

Should the United Kingdom remain a member of the European Union or leave the European Union?

Remain a member of the European Union

Leave the European Union



After you have voted

4

Insert your ballot paper into envelope A and then peel off the tape to seal.

5

Insert envelope A with the statement still attached into envelope B.



Your completed ballot paper and postal voting statement must reach us by 10pm on Thursday 23 June 2016.