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electoral register Absent voting (Pre-commencement of Elections Act measures) Absent
voting (Post commencement of Elections Act measures) Voter Authority Certificates and
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category electors Special category electors Special arrangements apply to some
electors, including those who do not meet the usual residence qualification. These
are: overseas electors, i.e. British citizens living outside the UK HM forces service
voters (and their spouses or civil partners) Crown servants and British Council
employees (and their spouses or civil partners) electors who have a declaration of
local connection, who include people living in the UK but who have no permanent
address or fixed address anonymously registered electors, i.e. those who can register
anonymously because their safety would be at risk if they appeared on the register
using their name patients in mental health hospitals whose stay at the hospital is
sufficient for them to be regarded as resident there remand prisoners whose stay at a
penal institution is sufficient for them to be regarded as resident there As well as
providing the same information as ordinary electors in their application to register,
they must provide additional specific information, through a declaration, to register
as a special category elector. Last updated: 27 July 2020 Book traversal links for
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Your public engagement strategy and registration plan | Electoral Commission
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follow-up activity, free up resources and help to maximise the number of voters registered. You will need to build and maintain relationships with other teams from across the local authority for your public engagement work to be as effective as possible. These include: IT communications and engagement professionals other teams in the local authority who have contact with those residents less likely to be registered You will also need to work with external partners. You should consider who these partners can help you to reach and how. You will need to ensure that they are engaged, have all the information they need, and understand the timings for any planned engagement work. Last updated: 24 November 2022 Book traversal links for Your public engagement strategy and registration plan Budgeting for registration activity What should my public engagement strategy include?

Resources for Electoral Registration Officers | Electoral Commission

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campaigners - reserved elections in GB from January 2023 Last updated: 6 September
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Managing amendments, reviews, objections and deletions throughout the year | Electoral Commission

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measures) Absent voting (Pre-commencement of Elections Act measures) This section
contains guidance on absent voting. It covers the range of absent vote options for
electors, eligibility and application requirements for absent voting and guidance on
how an elector can cancel or amend their absent voting arrangements. It also includes
guidance on processing absent vote applications, storage of forms, and ongoing
requirements to maintain the lists of absent voters. Last updated: 5 September 2023
Book traversal links for Absent voting (Pre-commencement of Elections Act measures)
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What documents or attestations must be included with an application for anonymous registration? | Electoral Commission Running electoral registration - England You are in the Anonymous registration section Home Running electoral registration - England Special category electors Anonymous registration View the navigation tree Go to main guidance section: Running electoral registration - England Your role and responsibilities as Electoral Registration Officer Your public engagement strategy and registration plan Eligibility to register to vote Special category electors How can special category electors apply to register to vote? Overseas electors HM forces service voters Crown servants and British Council employee service voters Declarations of local connection Prisoners and detained mental health patients Anonymous registration What must be included in an application for anonymous registration? What documents or attestations must be included with an application for anonymous registration? How should an application for anonymous registration be processed? What are the deadlines for adding anonymously registered electors to the register? How should anonymous electors be listed in the register? How long is an anonymous registration valid for? Renewal process for anonymous registrations Donations to registered political parties by anonymously registered electors Resources for Electoral Registration Officers - Special Category Electors Inviting individuals to register to vote How can individuals register to vote? Processing applications and other amendments to the register throughout the year Managing amendments, reviews, objections and deletions throughout the year Maintaining the register throughout the year Access and supply of the electoral register Absent voting (Pre-commencement of Elections Act measures) Absent voting (Post commencement of Elections Act measures) Voter Authority Certificates and Anonymous Elector's Documents Resources for Electoral Registration Officers What documents or attestations must be included with an application for anonymous registration? What documents or attestations must be included with an application for anonymous registration? The application must be accompanied by either a court order or an attestation. 1 Any court order or injunction must be for the protection or the benefit of the applicant or another person of the same household. 2 The order must be in force on the day of the application, 3 but need not be for the whole 12 month period of registration. An order ceasing to be in force during the 12 month period of registration does not reduce or otherwise affect the length of registration. A copy of any relevant court document is acceptable. 4 The eligible court documents are: 5 Eligible court documents An injunction for the purpose of restraining a person from pursuing any conduct which amounts to harassment granted in proceedings under Section 3 of the Protection from Harassment Act 1997 or under article 5 of the Protection from Harassment (Northern Ireland) Order 1997 An injunction granted under Section 3A(2) of the Protection from Harassment Act 1997 A restraining order made under Section 5(1) of the Protection from Harassment Act 1997, or under article 7 of the Protection from Harassment (Northern Ireland) Order 1997 A restraining order on acquittal made under Section 5A(1) of the Protection from Harassment Act 1997, or under article 7A(1) of the Protection from Harassment (Northern Ireland) Order 1997 A non-harassment order, interdict or interim interdict made under Section 8 or 8A of the Protection from Harassment Act 1997 A non-harassment order made under Section 234A(2) of the Criminal Procedure (Scotland) Act 1995 A non-molestation order made under Section 42(2) of the Family Law Act 1996, or under article 20(2) of the Family Homes and Domestic Violence (Northern Ireland) Order 1998 A matrimonial interdict within the meaning of Section 14 of the Matrimonial Homes (Family Protection) (Scotland) Act 1981 A domestic interdict within the meaning of Section 18A of the

Matrimonial Homes (Family Protection) (Scotland) Act 1981 A relevant interdict within the meaning of Section 113 of the Civil Partnership Act 2004 An interdict that has been determined to be a domestic abuse interdict within the meaning of Section 3 of the Domestic Abuse (Scotland) Act 2011 Any interdict with an attached power of arrest made under Section 1 of the Protection from Abuse (Scotland) Act 2001 A forced marriage protection order or interim forced marriage protection order made under Part 4A of the Family Law Act 1996, or under Section 2 of, and paragraph 1 of Schedule 1 to, the Forced Marriage (Civil Protection) Act 2007, or under Section 1 or Section 5 of the Forced Marriage etc. (Protection and Jurisdiction) (Scotland) Act 2011 A domestic violence protection order made under Section 28 of the Crime and Security Act 2010 or section 97 of, and paragraph 5 of Schedule 7 to, the Justice Act (Northern Ireland) 2015. A template of a domestic violence protection order is available on our website, though you should be aware that each order will be tailored to the circumstances of the case A female genital mutilation protection order made under Section 5A of, and paragraphs 1 or 18 of Schedule 2 to, the Female Genital Mutilation Act 2003. A template of a female genital mutilation protection order is available on our website, though you should be aware that an Order may vary in appearance A domestic abuse protection order within the meaning of Section 27 of the Domestic Abuse Act 2021 No documents other than these can be used as eligible court documents in support of an application for anonymous registration. If an attestation is used it must certify that if the name or address were on the register the applicant's or another member of the same household's 'safety would be at risk'. 6 Attestations must be in writing and must be signed and dated by a qualifying officer. The period of the attestation begins on the date stated and lasts for a period of between one and five years. The actual length must be stated within the attestation. 7 The anonymous registration application form approved by the Lord President of the Council and made available by the Electoral Commission contains a template attestation that applicants may use. The qualifying officers who may attest are: 8 a police officer of or above the rank of inspector of any police force in the UK the Director General of the Security Service or the National Crime Agency a director of adult social services or children's services in England or a director of social services in Wales any chief social work officer in Scotland any director of social services of a Health and Social Services Board or executive director of social work of a Health and Social Services Trust in Northern Ireland any medical practitioner who is registered with the General Medical Council any nurse or midwife who is registered with the Nursing and Midwifery Council any person who manages a refuge. A 'refuge' means accommodation together with a planned programme of therapeutic and practical support for victims of, or those at risk of, domestic abuse or violence 9 No person other than those listed may attest an application for anonymous registration. It is not possible for a qualifying officer to delegate their power to attest an application to a different person. The attestation can come from one of the qualifying officers from a different area from which the elector now lives and is registering. This may often be the case where the applicant has moved to a new area to set up home away from the cause of the risk to their safety. For example, an attestation from one local authority director of children's services is valid in every local authority area in Great Britain. You should consider contacting any qualifying officers to alert them to their powers under the anonymous registration process. They may wish to be aware of their attestation powers and any guidance that their representative groups have given on dealing with requests for attestation. In particular, you should proactively contact any refuges, GP surgeries and other

medical establishments in your registration area who may not be aware that the types of court order and the attestation requirements have been expanded. For example, you could contact social services, Women's Aid, or other organisations who work with survivors of domestic abuse, and – explaining what are you doing – ask for details of refuges in your registration area. In partnership with Women's Aid we have produced a guide to anonymous registration for professionals working with survivors of domestic violence. Anonymous registration: Supporting survivors of domestic abuse to register to vote - England (PDF) The guide explains what anonymous registration is and that an applicant's name and address details will be kept securely and will not be searchable on the electoral register. The guide also outlines how to apply for anonymous registration and how refuge managers may provide an attestation if they wish to do so. If you consider it necessary, you are able to undertake online checks of certain categories of attestor: The General Medical Council maintains a list of registered medical practitioners available on their website: www.gmc-uk.org The Nursing & Midwifery Council maintains a list of registered nurses and midwives on their website: www.nmc.org.uk If you have concerns about an application for anonymous registration, it should be treated like any other application for registration. As set out in identifying suspicious registration applications , your local police single point of contact (SPOC) will help you ensure that any possible instances of registration fraud are quickly identified and dealt with. If you have reason to believe that an attestation provided as part of an application for anonymous registration is not genuine, you should contact your SPOC as soon as possible.

1. Regulation 31I(2) or 31(5) Representation of the People (England and Wales) Regulations (RPR) 2001 ■ Back to content at footnote 1
2. Regulation 31I(4) RPR 2001 ■ Back to content at footnote 2
3. Regulation 31I(5) RPR 2001 ■ Back to content at footnote 3
4. Regulation 31I(2) RPR 2001 ■ Back to content at footnote 4
5. Regulation 31I(3) RPR 2001 ■ Back to content at footnote 5
6. Regulation 31J(2)(a) RPR 2001 ■ Back to content at footnote 6
7. Regulation 31J(2)(b), (c) and (3) RPR 2001 ■ Back to content at footnote 7
8. Regulation 31J(4) RPR 2001 ■ Back to content at footnote 8
9. Regulation 31J(5) RPR 2001 ■ Back to content at footnote 9

Last updated: 8 February 2023 Book traversal links for What documents or attestations must be included with an application for anonymous registration? What must be included in an application for anonymous registration? How should an application for anonymous registration be processed?

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From May 2023 individuals, who wish to vote in person, including those acting as a proxy on behalf of another individual, will be required to produce an accepted form of photographic ID to prove their identity before they will be issued with a ballot paper. This will apply at: UK parliamentary by-elections Recall petitions Police and Crime Commissioner elections Local government elections in England The requirement for voter ID to be provided at UK Parliamentary General elections will only take effect for polls after 5 October 2023. References in this guidance to a local government election should be read to include local government referendums unless otherwise stated. The accepted forms of photographic ID are 1 : a passport issued by the UK, any of the Channel Islands, the Isle of Man, a British Overseas Territory, an EEA state, or a Commonwealth country (including an Irish Passport Card) a driving licence issued by the UK, any of the Channel Islands, the Isle of Man, or an EEA state (this includes a provisional driving licence) a biometric immigration document an identity card bearing the Proof of Age Standards Scheme hologram (a PASS card) a Ministry of Defence Form 90 (Defence Identity Card) a Blue Badge a national identity card issued by an EEA state an Older Person's Bus Pass funded by the Government of the United Kingdom a Disabled Person's Bus Pass funded by the Government of the United Kingdom an Oyster 60+ Card funded by the Government of the United Kingdom a Freedom Pass a Scottish National Entitlement Card issued in Scotland a 60 and Over Welsh Concessionary Travel Card issued in Wales a Disabled Person's Welsh Concessionary Travel Card issued in Wales a Senior SmartPass issued in Northern Ireland a Registered Blind SmartPass or Blind Person's SmartPass issued in

Northern Ireland a War Disablement SmartPass issued in Northern Ireland a 60+ SmartPass issued in Northern Ireland a Half Fare SmartPass issued in Northern Ireland an Electoral Identity Card issued in Northern Ireland Expired photographic identification documents can still be used as accepted photographic ID at the polling station or signing place, as long as the photograph is still a good likeness of the elector. Where an individual does not have or does not wish to use one of these accepted forms of photographic ID, they can apply for a Voter Authority Certificate. This is a document containing an elector's name and photograph which can be obtained free of charge from their local Electoral Registration Officer (ERO), following verification of an applicant's identity. Anonymous electors wishing to vote in person will also need to produce photographic ID. Due to their entry on the polling station register being linked to their electoral number, rather than their name, the only accepted form of photographic ID for an anonymous elector will be an Anonymous Elector's Document. This is a document containing an anonymous elector's elector number and photograph which can be obtained free of charge from their local ERO, following verification of an applicant's identity. The Voter Authority Certificate and Anonymous Elector's Document cannot be used as proof of identity for any other purpose than for voting. This guidance covers how individuals can apply for a Voter Authority Certificate or Anonymous Elector's Document, and how you as ERO should process and determine these applications. It also includes information on the production and delivery of these documents and what data should be retained following applications. 1. Rule 37, Schedule 1 Representation of the People Act 1983 ■ Back to content at footnote 1 Last updated: 24 February 2023 Book traversal links for Voter Authority Certificates and Anonymous Elector's Documents Resources for Electoral Registration Officers - Absent voting Applications for Voter Authority Certificates

Processing applications and other amendments to the register throughout the year | Electoral Commission Running electoral registration - England

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[guidance](#) [Our guidance for delivering the annual canvass is available here](#) [Running](#)

[electoral registration - England](#) [This guidance has been produced to support Electoral](#)

[Registration Officers \(EROs\) in planning for and delivering well-run electoral](#)

[registration services. It has been developed in close consultation with colleagues](#)

[across the electoral community including the Society of Local Authority Chief](#)

[Executives \(SOLACE\), the Association of s \(AEA\), the Scottish Assessors Association](#)

[\(SAA\), the UK Electoral Coordination and Advisory Board \(ECAB\), the Elections,](#)

[Registration and Referendums Working Group \(ERRWG\) and the Welsh Electoral](#)

[Practitioners Working Group \(WEPWG\). It reflects the ERO's legal obligations and what](#)

[we, and colleagues across the electoral community, believe that EROs should expect of](#)

[their staff in planning for and delivering well-run electoral registration services.](#)

[The guidance is directed towards the ERO and the duties they carry out. As these](#)

[duties may, in practice, be carried out by deputies and/or appointed staff, we use](#)

[the term 'you' throughout this guidance to mean the ERO and whoever is carrying out](#)

[the ERO's functions on their behalf. Throughout this guidance we use 'must' to refer](#)

[to a specific legal requirement and 'may / should' for recommended practice. To help](#)

[you use this guidance we have produced a Q&A document that should answer any initial](#)

[queries you may have. Questions and answers document for the new style ERO guidance](#)

[Updates to our guidance](#) [Change log](#) [Date of update](#) [Description of change](#) [November 2022](#)

[Voter Authority Certificates and Anonymous Elector's Documents guidance added.](#)

[February 2023 Updates to: The requirement to Notify anonymous electors with Anonymous](#)

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[September 2023 Updated guidance on Absent Voting \(Post commencement of Elections Act](#)

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Inspection of marked registers, marked absent voter lists and other election documentation Inspection of marked registers, marked absent voter lists and other election documentation Any person may inspect the marked register and any notices amending it, plus the marked copies of the list of postal voters, the list of proxies, and the list of proxy postal voters and such other documents relating to an election as you are required to retain, except ballot papers, completed corresponding number lists, certificates as to employment on the day of the election, and the list of ballot papers rejected under the verification procedure. 1 Any person wanting to inspect the marked register or absent voters list must apply in writing and must state: 2 which register or document they wish to inspect whether they wish to inspect a printed or data copy (where appropriate) the purposes for which any information will be used where the request concerns the marked register or lists, why inspection of the full register or unmarked lists would not be sufficient to achieve the purpose who will be inspecting the documents, and the date on which they wish to make the inspection You may refuse to allow inspection of these documents if you are satisfied that the purposes of the requestor can be met by inspection of the full register, in which case you must inform the requestor of this decision and provide information concerning the availability of the full register for inspection. 3 Otherwise, the documents must be made available within 10 days of receipt of the application. You must arrange for them to be inspected under supervision. 4 Inspection can take place anywhere you choose. Those inspecting the documents can make copies of the registers and lists using handwritten notes only. 5 The same safeguards apply regarding the supervision and protection of the information as apply with the inspection of the full register . The Security Service, Government Communications Headquarters, and Secret Intelligence Service are entitled to a free copy of any of the above documents on request. The police (including the National Crime Agency) are entitled to free

copies of any of these documents on request if they have inspected them. 6 Use of voter ID data on and after polling day We have produced a guidance note for ROs and EROs which outlines the legal requirements for the collation and sharing of data collected in polling stations relating to the operation of the new voter ID requirements. Some of this data may only be shared with the UK Government and Electoral Commission because of specific legislative restrictions, but some may be shared more widely. This note aims to support ROs and EROs to make decisions on how and when to share data locally. Publication of data from polling stations Further guidance on the ballot paper refusal lists and voter identification evaluation forms can also be found below. Ballot paper refusal lists (BPRLs) The ERO has responsibility for retaining the BPRLs once received from the Returning Officer. You may only disclose information from the BPRL to the elector, whose ballot paper was refused, or in the case of a proxy being refused a ballot paper, the person acting as proxy or the elector on whose behalf they were acting as a proxy. 7 Voter identification evaluation forms (VIDEF) After taking receipt of the polling station VIDEFs, you must, as soon as practicable, anonymise the data contained on them (for example, by destroying any related VIDEF notes sheets, or by removing any elector details recorded on the VIDEF for the purpose of capturing any of the required data). You must also collate the data from the VIDEFs into two separate groups: 8 one group providing total figures for all polling stations where voters were given an explanation of the photographic ID requirement before they applied for a ballot paper (e.g. where staff were appointed to greet voters and explain the requirements as they entered the polling station) one group providing total figures for all polling stations where voters were not given an explanation of the photographic ID requirement You must submit the data to the Secretary of State and the Electoral Commission (if requested to do so). 9 The anonymised, collated data from the polling station VIDEFs is not open for inspection, and you must not disclose this information to anyone apart from the statutory duty to share information with the Secretary of State and the Electoral Commission (if requested to do so). 10 The polling station VIDEFs must be retained for 10 years, in an anonymised format. 11 To achieve this, you must ensure that any related VIDEF notes sheets are destroyed, or that you have removed any elector details recorded on the VIDEF for the purpose of capturing any of the required data. Data will be collected using the VIDEF and VIDEF notes sheets for the first two parliamentary general elections. Additionally, it will be collected for the first ordinary election of councillors for local government in England after the provisions come into force. If the first ordinary election of councillors is combined with a parliamentary general election, the data will be required to be collected for the subsequent ordinary election of councillors. 12 Following a scheduled election we will update you on the process for providing the required anonymised and collated information to the Electoral Commission through our Bulletin . 1. Regulation 118(1) Representation of the People (England & Wales) Regulations (RPR) 2001 ■ [Back to content at footnote 1](#) 2. Regulation 118(2) RPR 2001 ■ [Back to content at footnote 2](#) 3. Regulation 118(4) RPR 2001 ■ [Back to content at footnote 3](#) 4. Regulation 118(3) RPR 2001 ■ [Back to content at footnote 4](#) 5. Regulation 118(7) RPR 2001 ■ [Back to content at footnote 5](#) 6. Regulation 118(8) RPR 2001 ■ [Back to content at footnote 6](#) 7. Regulation 32 The Voter Identification Regulations 2022 ■ [Back to content at footnote 7](#) 8. Reg 35(2) VID Regs 2022 ■ [Back to content at footnote 8](#) 9. Rule 40B(5) and (6) Schedule 1 Representation of the People Act 1983 (RPA 1983) ■ [Back to content at footnote 9](#) 10. Rule 40B(7) Sch 1 RPA 1983 ■ [Back to content at footnote 10](#) 11. Rule 40B(8) Sch 1 RPA 1983 ■ [Back to content at footnote 11](#) 12. S.59A RPA 1983 ■ [Back](#)

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Eligibility to register to vote | Electoral Commission

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electoral registration - England You are in the Running electoral registration - England section Home Running electoral registration - England View the navigation tree Go to main guidance section: Running electoral registration - England Your role and responsibilities as Electoral Registration Officer Your public engagement strategy and registration plan Eligibility to register to vote What is the relevant date? At what age can someone register to vote? What are the residency requirements for registration purposes? What are the nationality requirements to register to vote? Your powers to request further information How does legal incapacity affect the right to register to vote? How does mental capacity affect the right to register to vote? Resources for Electoral Registration Officers - Eligibility to register to vote Special category electors Inviting individuals to register to vote How can individuals register to vote? Processing applications and other amendments to the register throughout the year Managing amendments, reviews, objections and deletions throughout the year Maintaining the register throughout the year Access and supply of the electoral register Absent voting (Pre-commencement of Elections Act measures) Absent voting (Post commencement of Elections Act measures) Voter Authority Certificates and Anonymous Elector's Documents Resources for Electoral Registration Officers Eligibility to register to vote Eligibility to register to vote In order for a person to be eligible to register to vote in England they must meet the eligibility criteria on the relevant date . There are three aspects to the entitlement to be registered: 1 the application is made by someone who appears to be the person named on the application any statutory requirements in relation to the application, including how it may be made and the information it must contain, are met the person named on the application appears to the ERO to meet the eligibility criteria for registration and is not disqualified from registering 1. Section 10ZC(1) Representation of the People Act 1983 ■ Back to content at footnote 1 Last updated: 11 August 2021 Book traversal links for Eligibility to register to vote Resources for Electoral Registration Officers - Your public engagement strategy and registration plan What is the relevant date?

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Certificates while in transit or while awaiting collection from any collection point other than the ERO's office. If you agree to allow collection of a Voter Authority Certificate, you should consider how you will be satisfied that you have established the applicant's identity, as you cannot simply rely on checking the photograph for integrity purposes. A proportionate approach should be adopted that seeks to use some proof of identity that can be easily verified by staff, but that is not too onerous for the elector. 1. Regulation 19(4)(a) The Voter Identification Regulations 2022 (VID Regs 2022) ■ [Back to content at footnote 1](#) 2. Reg 19(5) VID Regs 2022 ■ [Back to content at footnote 2](#) 3. Reg 19(4)(b) VID Regs 2022 ■ [Back to content at footnote 3](#) Last updated: 8 February 2023 [Book traversal links for Collection of temporary Voter Authority Certificates](#) [Issuing temporary Voter Authority Certificates](#) [Emergency proxy on grounds relating to voter identification](#)

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Identity Card issued in Northern Ireland Expired photographic identification documents can still be used as accepted photographic ID at the polling station or signing place, as long as the photograph is still a good likeness of the elector. Where an individual does not have or does not wish to use one of these accepted forms of photographic ID, they can apply for a Voter Authority Certificate. This is a document containing an elector's name and photograph which can be obtained free of charge from their local Electoral Registration Officer (ERO), following verification of an applicant's identity. Anonymous electors wishing to vote in person will also need to produce photographic ID. Due to their entry on the polling station register being linked to their electoral number, rather than their name, the only accepted form of photographic ID for an anonymous elector will be an Anonymous Elector's Document. This is a document containing an anonymous elector's elector number and photograph which can be obtained free of charge from their local ERO, following verification of an applicant's identity. The Voter Authority Certificate and Anonymous Elector's Document cannot be used as proof of identity for any other purpose than for voting. This guidance covers how individuals can apply for a Voter Authority Certificate or Anonymous Elector's Document, and how you as ERO should process and determine these applications. It also includes information on the production and delivery of these documents and what data should be retained following applications. 1. Rule 37, Schedule 1 Representation of the People Act 1983 ■ Back to content at footnote 1 Last updated: 27 February 2023 Book traversal links for Voter Authority Certificates and Anonymous Elector's Documents Resources for Electoral Registration Officers - Absent voting Applications for Voter Authority Certificates

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management system will be conducted. The result of this check will appear in the EROP to confirm whether or not a person who has applied for a Voter Authority Certificate or an Anonymous Elector's Document is a registered elector. Where an applicant is found to be a registered elector, the EROP will indicate that the information matches a register entry, and you will be able to consider the rest of the application details. Where an applicant is found to have an entry waiting to be added to the register, you can determine the application for a Voter Authority Certificate once the five day objection period has passed. You will need to ensure that you return to the EROP to process the applications of those waiting to be added following the objection period. If the results show an applicant is not included on a relevant electoral register or has not applied to be included on a relevant electoral register, you should decide whether to reject the application at this point, wait and check again at a later date, or make such other manual check as may be helpful. This could be to see if the applicant has made an application to register at the same time as they made an application for a Voter Authority Certificate or Anonymous Elector's Document, and the data check from the registration process has not yet been returned or may be to establish if the reason a match cannot be found is due to a minor difference. For example, an elector's name may have been misspelt or may have legally changed since they applied to register. You should contact the elector to make any enquires necessary so that you can be satisfied that the entry on the register is the same person who has made the application for the Voter Authority Certificate or Anonymous Elector's Document.

1. Regulation 11(2)(a)(i) & (ii) The Voter Identification Regulations 2022 (VID Regs 2022) ■ [Back to content at footnote 1](#)

2. Reg 6(11) VID Regs 2022 ■ [Back to content at footnote 2](#)

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Absent voting (Post commencement of Elections Act measures) This section contains
guidance on absent voting. It covers the range of absent vote options for electors,
eligibility and application requirements for absent voting and guidance on how an
elector can cancel or amend their absent voting arrangements. The guidance covers the
differences in absent voting arrangements for domestic and overseas electors. A
domestic elector is an elector who is neither a service elector nor an overseas
elector. It also includes guidance on processing absent vote applications, storage of
forms, and ongoing requirements to maintain the lists of absent voters. Last updated:
4 September 2023 Book traversal links for Absent voting (Post commencement of
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a permanent Voter Authority Certificate has been issued (printed by the centrally
procured supplier appointed by DLUHC) between 5pm 6 working days before an election
(or the last day of a petition) and 5pm on the day of the election or signing of the
petition (or the start of the last hour that the petition is available to sign if
earlier than 5pm), and you are satisfied that it may not be delivered to an applicant
in time to be used on polling day or for a petition, a temporary Voter Authority
Certificate may also be produced and issued locally, 1 up until the close of poll on
the date of the relevant poll or the close of petition on the last day for signing
the relevant petition. A decision on whether a temporary Voter Authority Certificate
is needed may be due to the proximity of the forthcoming polling day or final day of
petition, or it could be because you are aware of another issue, such as a postal
strike. A temporary Voter Authority Certificate is valid only on the relevant date of
a specific election or for the remaining period of a petition. It must be collected
by the applicant; it cannot be sent via post. A temporary Voter Authority Certificate
must include: 2 the elector's full name the date of issue the name of the local
authority by which the ERO was appointed an appropriate identifier the date for which
the temporary Voter Authority Certificate is valid the applicant's photograph 3 the
ERO's signature The appropriate identifier is made up of 20 numbers or letters which
you allocate to each temporary Voter Authority Certificate. 4 This will be generated
by the ERO. The ERO's signature can be provided by a deputy and should be a wet ink

signature. You may need to consider appointing additional deputy ERO's with the power to sign temporary Voter Authority Certificates, for example for use at additional locations where they may need to be produced. You could alternatively use an electronic signature or stamp but if doing so you should also consider what additional local security measure to identify the documents as authentic. The date for which the temporary Voter Authority Certificate is valid will be the date of the election or final day of a petition. In the case of a petition, the certificate is valid for use on any day up to and including the final day of signing. You must update the permanent Voter Authority Certificate issued document record entry to indicate where a temporary Voter Authority Certificate has been produced and this entry should include the appropriate identifier of that temporary document, and the date on which it is valid. 1. Regulation 18(2) The Voter Identification Regulations 2022 (VID Regs 2022) ■ [Back to content at footnote 1](#) 2. Reg 19(2) VID Regs 2022 ■ [Back to content at footnote 2](#) 3. Reg 19(2)(c) VID Regs 2022 ■ [Back to content at footnote 3](#) 4. Reg 19(3) VID Regs 2022 ■ [Back to content at footnote 4](#) Last updated: 14 March 2023 [Book traversal links for Issuing temporary Voter Authority Certificates](#) Issuing replacement Anonymous Elector's Documents [Collection of temporary Voter Authority Certificates](#)

Voter Authority Certificates and Anonymous Elector's Documents | Electoral Commission

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documents can still be used as accepted photographic ID at the polling station or signing place, as long as the photograph is still a good likeness of the elector. Where an individual does not have or does not wish to use one of these accepted forms of photographic ID, they can apply for a Voter Authority Certificate. This is a document containing an elector's name and photograph which can be obtained free of charge from their local Electoral Registration Officer (ERO), following verification of an applicant's identity. Anonymous electors wishing to vote in person will also need to produce photographic ID. Due to their entry on the polling station register being linked to their electoral number, rather than their name, the only accepted form of photographic ID for an anonymous elector will be an Anonymous Elector's Document. This is a document containing an anonymous elector's elector number and photograph which can be obtained free of charge from their local ERO, following verification of an applicant's identity. In Scotland, only electors on the UK parliamentary register are eligible to be issued with a Voter Authority Certificate or an Anonymous Elector's Document. The Voter Authority Certificate and Anonymous Elector's Document cannot be used as proof of identity for any other purpose than for voting. This guidance covers how individuals can apply for a Voter Authority Certificate or Anonymous Elector's Document, and how you as ERO should process and determine these applications. It also includes information on the production and delivery of these documents and what data should be retained following applications.

1. Rule 37, Schedule 1 Representation of the People Act 1983 ■ [Back to content at footnote 1](#) Last updated: 24 February 2023 [Book traversal links for Voter Authority Certificates and Anonymous Elector's Documents](#) [Resources for Electoral Registration Officers - Absent voting Applications for Voter Authority Certificates](#)

What records can you inspect to assist you with identifying potential new electors throughout the year? | Electoral Commission Running electoral registration - England You are in the Your registration plan section Home Running electoral registration - England Your public engagement strategy and registration plan Your registration plan View the navigation tree Go to main guidance section: Running electoral registration - England Your role and responsibilities as Electoral Registration Officer Your public engagement strategy and registration plan What should my public engagement strategy include? Communication channels for engaging residents Monitoring and evaluating the success of your public engagement strategy How the Commission can support you with public engagement Your registration plan What resources are needed to deliver your registration plan? What records can you inspect to assist you with identifying potential new electors throughout the year? Resources for Electoral Registration Officers - Your public engagement strategy and registration plan Eligibility to register to vote Special category electors Inviting individuals to register to vote How can individuals register to vote? Processing applications and other amendments to the register throughout the year Managing amendments, reviews, objections and deletions throughout the year Maintaining the register throughout the year Access and supply of the electoral register Absent voting (Pre-commencement of Elections Act measures) Absent voting (Post commencement of Elections Act measures) Voter Authority Certificates and Anonymous Elector's Documents Resources for Electoral Registration Officers What records can you inspect to assist you with identifying potential new electors throughout the year? What records can you inspect to assist you with identifying potential new electors throughout the year? Your registration plan should include detail of data sources available to you and a schedule of when checks of those records are to be carried out. As ERO you can by law, for the purpose of meeting your registration duties, inspect and make copies of records kept in whatever form by: 1 the council which appointed you (where you are an ERO for a district council in a two-tier area, this extends to the county council) 2 any registrar of births, deaths and marriages including any superintendent any person, including a company or organisation, providing services to, or authorised to exercise any function of, the council including any providing outsourced services under any finance agreement Where the ERO requests to inspect and/or take copies of the records listed above, a statutory or other restriction, including the GDPR, cannot be used to refuse disclosure of those records. 3 For example, if a private contractor has been appointed to collect council tax on behalf of your local authority, as ERO for that authority, you are entitled to access the data held by that contractor. In addition to this, the council which appointed the ERO is permitted to disclose to the ERO, for certain registration purposes, information contained in records held by the council. In the case of an ERO for a district council, this also applies to the relevant county council. 4 There are three purposes: to verify information relating to a person who is registered in a register maintained by the officer, or who is named in an application for registration to ascertain the names and addresses of people who are not registered but who are entitled to be registered to identify those people who are registered but who are not entitled to be registered Disclosure can only be made in accordance with a written agreement between the council and the ERO processing of the information, including its transfer, storage, destruction and security. You should also ensure that you are making full use of all the records available to you to check entries on the register, taking steps to remove those electors who are no longer entitled to remain registered. You should record the number of electors removed from the register

and the reason for the removal. For more information on what types of other records can also be used to identify changes and those who may no longer be entitled to be registered at a particular address see our guidance on managing amendments, reviews, objections and deletions throughout the year . You will need to use information sources available to identify and target new electors, and ensure that all necessary steps are taken to add them to register. While records may assist you in identifying who does not have an entry in the register, any potential new elector who is identified must always make a successful application before they can be added to the register. You should record the number of electors added to the register and how these applications originated. For example, whether the application was unsolicited or was it following information included in a canvass communication. The following records may help you maintain your register throughout the year:

- Council tax :** These records may indicate new residents have moved into a property. However, the person named on council tax records is not always eligible to register to vote, for example owners of properties that do not reside there. Also, council tax records will not necessarily tell you all of the people resident at the address who you may need to invite to register. Council tax records can be used as evidence that a property is empty or that it is not someone's main residence, which may affect their entitlement to register. Access to these records should include any supplementary notes, which may assist with clarifying who is resident.
- Council tax reduction (formerly council tax benefit) :** These records may alert you to others living at a property.
- Housing :** The records of arms-length management organisations and housing records where the council maintains the housing stock can be inspected for tenants details.
- Housing benefit :** Housing benefits are paid directly to an individual and as such can be helpful in identifying new electors.
- Register of households in multiple occupation (HMOs) :** You should consider using these records to make contact with landlords or managing agents who are likely to be able to provide names of new residents.
- Records held by registrars of deaths and marriages :** Information received about marriages and civil partnerships could indicate an additional resident at a property. It may also alert you to a change of name of an existing elector. Or in the case of deaths indicate where an existing elector may need to be removed.
- Lists of residential and care homes / shelters / hostels :** Social services (or equivalent department) will be able to provide lists of residential and care homes, as well as shelters and hostels. Wardens of these accommodations may be able to provide information on changes of residents. We have produced a factsheet for care homes in that you can adapt to reflect your particular circumstances.
- Guidance for care staff in England and Wales (DOC)** The factsheet is based on our assisted applications guidance which details what one person can do to support another to register.
- Guidance on assisted applications in England and Wales (word)**
- Lists of disabled people receiving council assistance :** Social services (or equivalent department) may be able to provide details of certain disabled people living at home, such as those who are blind, deaf, etc., which should also enable you to tailor the service you provide to such individuals.
- Land Registry :** Can be used to find information on sales of property, which can provide information on changes, particularly as the name of the buyer is given.
- Planning and building control :** Inspection of building control records and liaising with house builders can give an indication of the progress of new developments and whether they are ready for residential occupation. Instead of liaising with planning and building control directly, you may be able to gain the necessary information from the Valuation Office.
- List of new British citizens held by the registrar :** The registrar will have information on who has become a British citizen. You are entitled to inspect and make

copies of these records, and could use them to identify potential new electors. Information on applying to register to vote could be given to the registrar to include packs they make available to those receiving British citizenship. Depending on their previous/other nationality, someone who has become a British citizen may already be on the electoral register, but information should be provided in any case to ensure that they have the correct franchise. Local authority education data : This data may provide information to assist with the identification of potential electors aged 16 to 18 years who may be eligible to be registered as attainers or electors. You separately have the power to require information from a person who is not the elector. You can use this power where it is required for the purposes of maintaining the register. 5 For example, you can use it to require those in charge of multiple occupation establishments or care homes to provide you with information on residents. To comply with data protection legislation, you need to demonstrate that all information obtained complies with the principles of processing personal data, ensuring that it is processed lawfully, fairly and in a transparent manner. Therefore, you should maintain details of: the records to be checked a schedule of when those checks are carried out the lawful basis on which you are processing that information. For example, Section 9A places an obligation on you, the ERO, to inspect these records as part of your duty to maintain the electoral register, therefore providing the statutory basis by which you are processing that personal data the security in place to protect the data. For example, encrypting/password protecting data whenever it is transmitted, and using secure storage action taken on the basis of the information you have obtained retention and secure disposal of data (in accordance with your document retention plan) A number of EROs have identified tools to assist in managing registration processes. For information on and examples of utilising management tools, see our resource Effective management of registration processes: Sharing good practice - Effective management of registration processes Information and examples of how some EROs are utilising existing data sources to help ensure that registers are as accurate and complete as possible, see our resource Effective use of available data: Sharing good practice - Effective use of available data 1. Regulations 35(1) and (2) Representation of the People (England & Wales) Regulations 2001 ■ Back to content at footnote 1 2. Regulation 35(1), (2)(a) and (3) Representation of the People (England & Wales) Regulations 2001 ■ Back to content at footnote 2 3. Paragraph 1(5) of Schedule 2 to the Representation of the People Act 1983 ■ Back to content at footnote 3 4. Regulation 23(1) and 35(1), (2)(a) and (3) Representation of the People (England & Wales) Regulations 2001 ■ Back to content at footnote 4 5. Regulation 23(1) Representation of the People (England & Wales) Regulations 2001 ■ Back to content at footnote 5 Last updated: 6 October 2020 Book traversal links for What records can you inspect to assist you with identifying potential new electors throughout the year? What resources are needed to deliver your registration plan? Resources for Electoral Registration Officers - Your public engagement strategy and registration plan

Maintaining the register throughout the year | Electoral Commission

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Access and supply of the electoral register | Electoral Commission

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register. Last updated: 12 October 2020 Book traversal links for Access and supply of
the electoral register Petition notices of alteration Public inspection of the full
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Notifying anonymous electors with Anonymous Elector's Documents about a replacement document | Electoral Commission Running electoral registration - England

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voter identification Maintaining records of Voter Authority Certificates and
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Resources for Electoral Registration Officers Availability of Voter Authority
Certificate application forms You should ensure that electors are made aware that if
they do not have one of the accepted forms of photographic ID, they have the option
to apply for a Voter Authority Certificate. They can do so online or by using a paper
application form. You should include a link to the GOV.UK Voter Authority Certificate
application portal on your local authority's website. You could also make the form
available to download, or include a link to the forms that are available from our
website. You should also consider publicising the closing date for the return of
applications ahead of any relevant elections. You should ensure that you have an
adequate supply of paper application forms in case an elector is unable to print it
off themselves and is not able to use the online application portal. Promotional
materials highlighting the requirement for photographic ID, such as posters and
leaflets, should also be made available at all public offices of the local authority
and at other premises frequented by electors, such as: post offices libraries
doctors' surgeries Citizens Advice Bureaux You should ensure that local political
parties, candidates and agents at elections are aware of their responsibilities in
relation to handling Voter Authority Certificate applications. They should be free to
inform voters of the requirements for photographic ID and how they can apply, but
they should not handle any completed application forms as they contain sensitive
personal information. The Commission has developed a Code of conduct for campaigners

at elections and referendums. You should liaise with the Returning Officer (if you are not also the Returning Officer) at any elections that are taking place to ensure that all candidates and agents are provided with copies of the Code of conduct for campaigners at elections and referendums, and know how to obtain additional copies if required. Code of conduct for campaigners - reserved elections in GB from January 2023 The code provides a guide as to what is, and is not, considered acceptable behaviour at polling stations and in the community during the lead-up to polling day, including in relation to Voter Authority Certificate applications. Any concerns that the code has been breached should be raised first with the candidate, agent, political party or campaigner in question. If you have any further concerns or wish to report a breach of the code you should first contact your local Commission team. This code has been agreed by the political parties represented on the House of Commons Parliamentary Parties Panel and the panels for the Scottish Parliament and the Senedd, and is endorsed by the members of the Electoral Commission's UK Electoral Coordination and Advisory Board of senior Returning and Electoral Registration Officers and by the Electoral Integrity Roundtable. Last updated: 8 February 2023

Book traversal links for Availability of Voter Authority Certificate application forms Promotion of the application channels available for Voter Authority Certificates The requirement for anonymous electors to have an Anonymous Elector's Document to vote in person

Inviting individuals to register to vote | Electoral Commission

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