

**Midlothian Council Local Government By-Election
WARD No 5 – Midlothian East
Thursday 25 March 2021**

**REQUEST FOR FREE SUPPLY OF FULL REGISTER OF ELECTORS AND/OR
ABSENT VOTERS LISTS**

**LOTHIAN VALUATION JOINT BOARD
ELECTORAL REGISTRATION OFFICE**

Separate requests are required to be made to the Electoral Registration Officer for each of the above documents. This form has been produced to try to simplify the request process by ensuring the statutory requirements are met and that the registers and lists issued are in the format the applicant requires, subject to the Electoral Registration Officer's ability to meet that request. The legislation requires only that the data is provided in a format held by the Registration Officer.

PART 1 - REQUEST FOR FREE COPY OF THE ELECTORAL REGISTER

The Representation of the People (Scotland) (Amendment) Regulations 2001 (as amended) provide for the supply of the Full Register of Electors at Local Government Elections.

The entitlement is conferred on candidates and agents.

This means that the appropriate boxes below must be completed to indicate the capacity of the person making the application. The form also requires to be signed in Part 3 by that person.

Candidates and agents should note the following restrictions on the use of registers provided to them.

THEY MAY NOT SUPPLY A COPY OF THE FULL REGISTER TO ANY PERSON, DISCLOSE ANY INFORMATION CONTAINED IN IT THAT IS NOT INCLUDED IN THE EDITED REGISTER OR MAKE USE OF ANY SUCH INFORMATION OTHER THAN FOR ELECTORAL PURPOSES.

I, Name :

a * Candidate / Election Agent
(Please delete as appropriate)

wish to request a copy of the register of electors and any notice of alteration to it. I understand that this will be provided in the form of a consolidated register subject to the fact that further alterations may take place after the supply of the register.

In either case above, please enter the name of the relevant political party, or "Independent", in the box.

**CONFIRMATION
BY RETURNING
OFFICER**

To speed up the processing of a request a candidate or agent may seek the signature of a member of the Returning Officer's staff. In the absence of such a signature the candidature will require to be confirmed by the ERO prior to the issue of the register.

Returning Officer's
Signature

Unless you indicate, by the entry of an "X" in the box, that you wish your copy of the register to be issued in paper format it will be issued in data format.

Paper copy required
Enter an 'X' below

If you wish your copy in data format by e-mail please indicate, by entering an "X" in the box.
E-Mail Please provide e-mail address (BLOCK LETTERS)

The data will be supplied in CSV format.

PART 2 - REQUEST FOR FREE COPY OF ABSENT VOTERS LISTS

These are supplied free of charge by the ERO on written request under Regulation 61(1) of The Representation of the People (Scotland) Regulations 2001. In this case, the qualifying applicants are as described above. If you wish to request the issue of Absent Voting Lists please enter an "X" in the box. It will, whenever possible, be issued in the same format (either data or paper) as the register.

PART 3 - CANDIDATES OR AGENTS DETAILS

Candidate's or Agent's Name

Candidate's or Agent's Signature

Date

Address

Contact Telephone Number

Contact E-Mail Address if different from above

NOTE - WITHDRAWAL OF CANDIDATES

Should a candidate to whom a register has been issued subsequently not stand or withdraw from an election, any Register in hard copy or on disk should be returned to the ERO. Any copy provided by e-mail should be destroyed. In such circumstances any usage of the register, for any purpose, may be in contravention of the legislation.

PART 4 - DELIVERY INSTRUCTIONS

Copies of the register will be issued as soon as possible after the receipt of your application. Paper copies may take longer to supply.

1 If you want to collect it from the ERO's office please enter an "X" in the box. We will advise you by telephone or e-mail when it is available.

2 If you want to have it posted/delivered to the Candidate's or Agent's address shown above please enter an "X" in the box.

3 If you have requested supply by e-mail it will be issued to you as soon as possible.

Please send this form to:
 THE ELECTORAL REGISTRATION OFFICER
 17A SOUTH GYLE CRESCENT
 EDINBURGH, EH12 9FL

A faxed copy will be accepted. Fax Number (0131) 344 2600

If you need additional information please telephone (0131) 344 2500

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