

**Council Election**  
**WARD 5**  
**LEADERDALE AND MELROSE WARD**

**Thursday 11 March 2021**

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

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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

Cont'd Over/....

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

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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)**

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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.

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## 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 have it posted to the Candidate's or Agent's address shown above please enter an "X" in the box.

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2 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  
OLD SCHOOL BUILDING  
COUNCIL HEADQUARTERS  
NEWTOWN ST BOSWELLS  
TD6 0SA**

**If you need additional information please telephone (01835) 825 100 or email  
ero@scotborders.gov.uk**