



## **Service Charter**

### **Elections/Electoral Registration**

#### **We will:**

- ❑ Provide opportunities for every eligible householder, owner or occupier of residential property to register to vote
- ❑ Conduct annually every autumn a canvass of all residential properties in the district
- ❑ Publish annually on or before 1 December a new Register of Electors based on the results of the canvass
- ❑ Maintain the Register by processing applications to register as electors and by publishing an amended Register accordingly at the beginning of every month between January and September, in accordance with the statutory timetable
- ❑ Endeavour to ensure that all young persons who will attain the age of 18 years during the currency of the Register are registered to vote from their 18th birthday
- ❑ Offer absent voting facilities to all care and nursing home residents
- ❑ Provide facilities for every person included on the Register of Electors to be able to vote at appropriate elections
- ❑ Provide the facility of a postal or proxy vote to electors unable to attend a polling station to vote in person on the day of the poll
- ❑ Send each elector an official poll card as soon as practicable when a contested election is to be held setting out details of how, where and when to vote
- ❑ Provide advice to electors, parties and candidates on nominations and other aspects of the electoral process

#### **You can help us by –**

- ❑ Completing your registration form and returning it promptly
- ❑ Submitting application forms, nomination papers etc. as early as possible before the deadlines
- ❑ Using your vote

