

## **How do I register to vote?**

Go to the official Government website [www.gov.uk/register-to-vote](http://www.gov.uk/register-to-vote)

Fill in your name, address, date of birth and a few other details including your national insurance number. Once your details have been confirmed you will receive a letter saying you are registered. You may be asked by an Electoral Registration Officer to provide additional information if necessary.

## **How do I opt out of the Open Register?**

Your name and address will be included in the open register unless you ask for this to be removed. You can ask to be removed from the open register at any time and this will not affect your right to vote. If you need to register to vote, go to the link above and make sure you tick the box to opt out of the open register. If you are already registered, please fill in the 'open register opt out form' at [www.slough.gov.uk](http://www.slough.gov.uk) and return to Electoral Services, St Martins Place, 51 Bath Road, Slough, SL1 3UF. If you are concerned about your details appearing on a website, please contact that website directly.

## **I've just moved house. Do I need to re-register?**

Yes. Go to the official Government website [www.gov.uk/register-to-vote](http://www.gov.uk/register-to-vote). You will need to provide some personal information including your national insurance number.

## **Do I have to register? What happens if I don't?**

If you are invited to register and do not respond you will be sent reminder letters and someone will visit your home. If you still fail to respond you may be sent a requirement to register. If you fail to do so without adequate reason you may be fined £80. Not being registered may also impact on applications for mortgages or mobile phones as credit reference agencies use the register to validate applications.

## **Do I need to register every year?**

You do not need to register again unless you change your address. You should however still return the form that you will receive every year that confirms who is living in your household. You should also inform us of any changes to your details such as a name change.

## **Can I register someone else online or can someone else do my registration?**

No. Everybody needs to register themselves. It's straightforward and quick to do on the Government website. It's okay to get help from someone else to complete the details as long as you are present when this is done and give your consent.

### **When I register will I still be able to vote by post?**

You can keep an existing or request a new postal vote as part of your application. You can register online at [www.gov.uk/register-to-vote](http://www.gov.uk/register-to-vote)  
If you do not register you may lose your postal vote.

### **When I register will I still be able to vote by proxy?**

You can keep an existing or request a new proxy vote by returning the paper registration form you were sent with your letter. Ensure you tick the box requesting a proxy vote. If you register online you will need to download a proxy application form from [www.slough.gov.uk](http://www.slough.gov.uk).

### **Can I register at two addresses?**

Normally people are registered at one address, whichever they consider to be their permanent home address. Students can register at their term-time address and their non-term-time address.

If you are living somewhere temporarily but have a permanent address, you should register at the permanent address.

For more information on second homes, please go to the Electoral Commission's About My Vote website at [www.aboutmyvote.co.uk/faq/registering\\_to\\_vote.aspx](http://www.aboutmyvote.co.uk/faq/registering_to_vote.aspx)

### **How do I change my name on the register?**

You will need to complete a change of name form, which can be found at [www.slough.gov.uk](http://www.slough.gov.uk) and send it to Electoral Services, St Martins Place, 51 Bath Road, Slough, SL1 3UF.

You will need to provide evidence to support the change of name, such as a marriage or deed poll certificate.

### **Where do I find my national insurance number?**

You can find this on your national insurance card, on official documents such as payslips or tax forms, or any letters about benefits or tax credits. If you still cannot locate your national insurance number you can use the HM Revenues and Customs enquiry service at [www.gov.uk/lost-national-insurance-number](http://www.gov.uk/lost-national-insurance-number).

### **How will I know if my online registration was successful?**

You will be sent a letter confirming your registration was successful or asking for more information if it is needed. If you have provided your email address or phone number you may be contacted that way instead.

### **I have been sent a household enquiry form. Do I have to fill it in?**

Yes. By law you need to provide the information requested on the household enquiry form. There is a maximum criminal penalty of £1000 for failing to

provide this. The maximum penalty for providing false information is £5000 or imprisonment of up to six months.

### **I've already registered to vote – do I still need to return the household enquiry form?**

Yes. You should still register online by using the register online link on this page. The household enquiry form is not a registration form but it provides us with information on who lives in the household. This means we can invite other residents to vote if we need to.

### **I've already registered online, why have I received a letter?**

Online registration can take a few days to process so it's possible that the letter was prepared before your online registration was processed. If you have received a confirmation letter you do not need to register again. If you have received a letter with a household enquiry form, you should still fill in and return the form. If you have received an invitation to register you can disregard this if you are sure you have registered online.

### **I've already filled in the household enquiry form. Do I need to return this registration form as well?**

Yes. Even if you have returned a household enquiry form (HEF), you should register online at [www.gov.uk/register-to-vote](http://www.gov.uk/register-to-vote) or return the registration form. The HEF is not a registration form but it provides us with information about who lives in your household. We can then invite other residents to register to vote if we need to.

### **I received a confirmation letter but my details are wrong.**

If your name has changed or is spelt incorrectly you can complete a change of name form. If your name has changed you will need to provide evidence to support this such as a marriage or deed poll certificate. Forms are available on the change of name page at [www.slough.gov.uk](http://www.slough.gov.uk).

### **I've already filled in a household enquiry form, why have I got a letter telling me to register?**

You should complete and return the household enquiry form even if you registered to vote online or by returning the registration form. The household enquiry form provides us with information on who else lives in your household. We can then invite other residents to register to vote if we need to.

### **Where did you get my details to register me?**

If you were on the existing electoral register your details have been cross checked with existing Government records to securely transfer you to the new register.

**Will my email address or phone number be used for anything else?**

No. If you provide an email address or phone number as part of your application, this will only be used to contact you about your application to register to vote. We won't give it to anyone else or use it for any other purpose unless we are required to do so by law.