



Tel: (01698) 476019/476016/476031 Fax: (01698) 476010

Our Ref:

Your Ref:

Date:

If calling, please ask for: Claire Ritchie/Arlene McGaw/Leeanne Lawson

Request for register

Dear Candidate/Agent

SUPPLY OF THE FULL REGISTER FOR ELECTORAL PURPOSES

I write to advise that the Representation of the People (Scotland) Regulations 2001 (as amended), made under the Representation of the People Act 2000 requires Electoral Registration Officers to make and keep two versions of the register; the full register which contains the details of everyone who is entitled to vote and to which access, sale and supply is restricted; and the open register which leaves out the names and addresses of people who have opted to have their names excluded from the full register. There are no restrictions on the use to which the open register can be put. The full register is however available for anyone to look at, but copies of it can only be supplied for the purposes and to the people and organisations set out in the above regulations.

I would draw your attention to Regulation 101 which states that any request to supply the register should be made in writing specifying whether it should be in data format or whether a printed copy is the preferred format. **All documents will be supplied in data format unless you indicate otherwise.** I have attached for your convenience a form for completion and return which would allow me to supply the appropriate documents which are listed on the pro-forma.

Please be aware that data copies of the register are now made available through a secure website. Therefore, you will need to provide an email address on the pro-forma where your username and password for the website should be sent. Instructions on using the website will also be sent to you.

If you require any further advice or clarification, please do not hesitate to contact my office on the phone numbers above.

Yours faithfully

Renzo Pacitti

Electoral Registration Officer

Representation of the People Regulations (Scotland) 2001 (as amended)
Supply on Request and Specific Restrictions

Supply of full register etc. under regulations 102 to 108: general provisions

101. (1) The persons or organisations falling within regulations 102 to 108 below may request the registration officer to supply free of charge the relevant part (within the meaning of those regulations) of any of the following-

- (a) a revised version of the register published under section 13(1) or (3) of the 1983 Act.
- (b) any notice setting out an alteration to the register published under section 13A (2), 13AB (2), 13B (3), 3 (B) or 3 (D) of that Act.
- (c) a list of overseas electors.

(2) Such a request shall be made in writing and shall-

- (a) specify the documents requested.
- (b) subject to paragraph (5) below, state whether the request is made only in respect of the current documents or whether it includes a request for the supply of any subsequent document on publication for as long as the person making the request falls within the category of person entitled to receive such copies, and
- (c) state whether a printed copy of any of the documents is requested instead of the version in data form.

(3) Unless a request has been made in advance of supply under paragraph (2)(c) above, the copy of a document supplied under this regulation shall be in data form.

(4) The registration officer shall supply the relevant part of the documents referred to in paragraph (1) above in accordance with a request that has been duly made.

(5) A person falling within regulation 107 below may not make the request set out in paragraph (2)(b) above.

(6) A person who obtains a copy of any document under paragraph (4) above may use it for any purpose for which that person would be entitled to obtain that document under these Regulations and any restrictions which apply under whichever of regulations 102 to 107 or 108 entitles that person to obtain that document for that purpose shall apply to such use.

The Representation of the People (Absent Voting at Local Government Elections) (Scotland) Regulations 2007

Relevant parts:

16.—(1) The person or organisation entitled to the supply, in accordance with regulation 102, 104, 105 or 107 of the 2001 Regulations, of copies of the full register is also a person or organisation entitled, subject to this regulation and to regulation 17, to request that the registration officer supply free of charge the relevant part (within the meaning of those Regulations) of a copy of any of the following information which the officer keeps:

(a) the information which would, in the event of a particular local government election, be included in the postal voters' lists, the list of proxies or the proxy postal voters lists, which the officer is required to keep under paragraph 5 (absent voters list) or 7(8) (voting as proxy) of Schedule 4.

(b) the current or final version of the postal voters list, the list of proxies or the proxy postal voters lists kept under paragraph 5 or 7(8) of Schedule 4.

(5) A person who obtains a copy of a list under this regulation may use it only for the permitted purposes specified in regulation 18, and any restrictions—

(a) specified in that regulation, or

(b) which would apply to the use of the full register under whichever of regulations 102, 104, 105 and 107 of the 2001 Regulations entitled that person to obtain that document, shall apply to such use.

Request for a copy of the Electoral Register and/or Absent Voters List

I am a candidate/election agent in the UK Parliamentary By-election on Thursday 5 October 2023 for the Rutherglen and Hamilton West Constituency.

I request a copy of the Register of Electors as at: (please select either A, B, or C)

A. 2 October 2023 (with updates)

B. 16 October 2023 (with updates)

C. 9 November 2023

I request a copy of the Absent Voters lists as at: (select any that apply)

A. 2 October 2023

B. 1 November 2023 (following deadline for postal vote applications)

C. 8 November 2023 following deadline for new proxy applications)

Unless you indicate that you would prefer a paper copy of these documents, the electoral register and absent voter lists will be supplied to you in data format. Information about setting up an account to access these files will be sent to you by email. Therefore, an email address must be supplied below.

I am aware of the restrictions on the use of the Register of Electors as detailed in the Representation of the People (Scotland) Regulations 2001 (as amended) and the Representation of the People (Absent Voting at Local Government Elections) (Scotland) Regulations 2007.

Signed _____ Dated _____

Name _____

Address
(Block letters) _____

Political Party _____

Daytime Tel No. _____

Email address _____