You may use this form to apply for a postal vote if due to your work or your full-time study in the State, you cannot go to your polling station on polling day.

To process your application, we need to gather some personal information about you. We tell you how and why we use your personal information on page 4. Please read this information to help you fill out this form.

Please complete this form in BLOCK CAPITALS

Your details

First name
Surname
PPSN
Date of birth
D D M M Y Y Y Y
Phone number
Email address
Nationality
Address

Eircode

Sign here and arrange for certification

I confirm that I cannot attend my designated polling station in person on polling day, because of my occupation/study circumstances.

I believe that to the best of my knowledge the information I have provided:
› is truthful, and
› complete.

I understand that it is a legal offence under electoral law to knowingly give false or misleading information to a local authority.

Signature
Date D D M M Y Y Y Y

www.checktheregister.ie
People who due to their occupation, service or employment, are unable to go in person on polling day to vote at their polling station may apply for a postal vote. Students pursuing study on a full-time basis at an educational institution in the State may also apply.

If the applicant is:
- an employee, then their employer must certify this form
- a student, then the registrar or secretary of the relevant educational institution must certify this form
- a self-employed person, then a statutory declaration is required (see page 3 and ignore this page).

**Certification**

This section must be completed for students and employees. Self-employed applicants should go to page 3.

<table>
<thead>
<tr>
<th>Certifier details</th>
</tr>
</thead>
<tbody>
<tr>
<td>People who due to their occupation, service or employment, are unable to go in person on polling day to vote at their polling station may apply for a postal vote. Students pursuing study on a full-time basis at an educational institution in the State may also apply. If the applicant is:</td>
</tr>
<tr>
<td>- an employee, then their employer must certify this form</td>
</tr>
<tr>
<td>- a student, then the registrar or secretary of the relevant educational institution must certify this form</td>
</tr>
<tr>
<td>- a self-employed person, then a statutory declaration is required (see page 3 and ignore this page).</td>
</tr>
</tbody>
</table>

**Details of person certifying**

<table>
<thead>
<tr>
<th>Full name</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Address</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Eircode</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Occupation or role</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Phone number</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Email address</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

**Certification by education institution**

<table>
<thead>
<tr>
<th>I, [Name], certify that [Applicant], is taking part in a full time course of educational study in the State and is unable to go in person to vote at their designated polling station because:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

**Certification by employer if applicant is an employee**

<table>
<thead>
<tr>
<th>I, [Name], certify that [Applicant], is employed as a [Role] and is unable to go in person on polling day to vote at their designated polling station because:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>
This statutory declaration must be completed by a person who is self-employed and wishes to apply for a postal vote because they cannot attend their designated polling station on polling day to vote.

A statutory declaration may be made before a notary public commissioner for oaths or a peace commissioner or a practising solicitor. It is a legal document. You will need to make and sign this declaration in the presence of one of the above.

**Applicant completes this section.**

I, ______________________________, do solemnly and sincerely declare that I am self-employed and that due to my work situation I will be unable to attend my polling station on polling day to vote and I make this solemn declaration conscientiously believing the same to be true and by virtue of the Statutory Declarations Act 1938.

Signature ______________________________ Date: ______________________________

Applicant Print Name ______________________________

**Notary public or commissioner for oaths or peace commissioner or practising solicitor completes this section.**

Where the applicant establishes their identity using one of the documents below, you should include the document number, the date it was issued and the name of the authorities that issued it in the relevant spaces.

Declared before me ______________________________ [print name] a notary public/commissioner for oaths/peace commissioner/practising solicitor by ______________________________ *who is personally known to me,

Or
*who is identified to me by ______________________________ who is personally known to me,

Or
*whose identity has been established to me before the taking of this Declaration by the production to me of

passport no. ______________________________ issued on ______________________________ by the authorities of ______________________________, which is an authority recognised by the Irish Government

Or

National identity card no. ______________________________ issued on ______________________________ by the authorities of ______________________________ which is an EU Member State, the Swiss Confederation or a Contracting Party to the EEA Agreement

Or

Aliens Passport no. (document equivalent to a passport) ______________________________ issued on ______________________________ by the authorities of ______________________________ which is an authority recognised by the Irish Government

Or

Refugee travel document no. ______________________________ issued on ______________________________ by the Minister for Justice, Equality and Law Reform

Or

Travel document (other than refugee travel document) no. ______________________________ issued on ______________________________ by the Minister for Justice, Equality and Law Reform

at ______________________________ in the City/County of ______________________________ on the ______ day of ______________________________ 20____

Signature ______________________________

*Practising Solicitor / Commissioner for Oaths / Notary Public / Peace Commissioner  * Delete as appropriate
This form and when you should use it

In order to vote you must be on the electoral register. You can check if you are registered at [www.checktheregister.ie](http://www.checktheregister.ie).

You can also use [www.checktheregister.ie](http://www.checktheregister.ie) to:

› register to vote;
› complete your existing record with your details such as PPSN, date of birth and Eircode; or
› make any changes to your name or address.

You can use this form to apply for a postal vote if:

› due to your work, or
› your full-time study in an educational institution in the state you are unable to go to your set polling station on polling day.

How your information is used

In order to vote you must be on the electoral register.

Your local authority needs some personal data (including your name, address, date of birth, PPSN and nationality) to process your application.

This information may be shared with other local authorities where necessary to manage and maintain the electoral register.

To protect the accuracy of the register your identity data can be cross checked with the Department of Social Protection on a limited basis to confirm identity details (name, date of birth, PPSN). While the register is a public document, your PPSN and date of birth will not be published.

This helps to ensure that:

› only eligible people are registered to vote, and
› the register is kept up to date, and
› no person is on the register twice or has incorrect details.

The legal basis for this is set out in the Electoral Reform Act 2022.

Supporting information

To complete your application, you will need to have your form certified or accompanied by a statutory declaration.

Latest date for receipt of application

You can send this form to your local authority at any time. Where an election or referendum has been formally called, the form must be received by the local authority no later than:

<table>
<thead>
<tr>
<th>Electoral event</th>
<th>Latest date for receipt of application by your local authority</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dáil election</td>
<td>Two days after the date of dissolution of the Dáil</td>
</tr>
<tr>
<td>Dáil bye-election</td>
<td>Two days after the polling day order is made in the case of a Dáil bye-election</td>
</tr>
<tr>
<td>Presidential, European or local election or a referendum</td>
<td>At least 22 days before polling day (not including Sundays, Good Friday or Public Holidays)</td>
</tr>
</tbody>
</table>

If your local authority does not get your form on time it can't consider it for that election or referendum.

Where to send your form

Send your form to your local authority. On the envelope, write ‘Electoral Register’ and the address of your local authority. You may post using a standard stamp.

More information

Contact your local authority.

You can look up your local authority’s address online or ask your local Citizens Information Centre.