



FAQs Annual Canvass 2017

1. What is the annual canvass?

A Household Enquiry Form (HEF) is delivered to all properties in order to check who is eligible to register to vote. The law requires us to do this every year.

We need to make sure that there is nobody else living at this address who may lose out if this form is not returned, including any 16 or 17 year olds.

The HEF is not a registration form, but the information provided will enable us to send an invitation to register form to all the people who are eligible but not already on the register

2. When does it take place?

The canvass will take place between 26 August and the end of October culminating in the publication of the new revised Register of Electors on 01 December 2017.

3. Why have I got a HEF as I have just had a letter confirming that I am on the register?

The purpose of the form is to confirm who lives at your address, so that we know if there is anybody else who needs to be invited to register

Anyone who is eligible and is not already registered will be invited to register to vote

4. Do I have to complete the form?

By law you need to return the requested information

5. Why is it addressed to the occupier?

The HEF is addressed to "the occupier" as we cannot be sure of who is currently living at the address. If the HEF is addressed to Mr Smith for example who has recently moved, it is likely that the new resident will forward the letter or not make the necessary amendments so that we can update our records.

6. Why have you sent me a reminder HEF?

The data for the reminder forms was generated on 15 September. If we had not received your response by then a form would have been printed.

7. Why has a canvasser called at my property?

We have not received a response for the HEF. Even if you have gone online to register to vote or completed an invitation to register form we still need confirmation of the present occupiers of the property to ensure that no-one eligible loses out.

8. My son/daughter is going to university do I add them to the form?

Students can register both at their home address and their student address. However, it is illegal to vote twice in an election.

9. My son/daughter is 16/17 they are too young to register

As soon as someone turns 18 they are automatically moved from the "attainer" register to the electoral register so that they do not miss out on their opportunity to vote.

10. I am moving do I still need to complete the HEF?

If you are moving in the next couple of days then leave the form for the new residents to complete and cross out your names. If you are planning to move in the future then please complete the form. When you have moved then make sure that you register to vote at your new address by registering online at www.gov.uk/register-to-vote. If a HEF has been left at your new address then please complete it.

11. What is the two part security number?

Each property has its own unique two part security number. This enables you to confirm your details online, by text or by phone. This automatically updates our system and no more forms will be sent. If there is a change then we send you out an invitation to register form or you can register online at www.gov.uk/register-to-vote. Responding using these automated services is easier, quicker and cheaper.

12. The form has details of people on it that don't live here anymore

You should cross out the pre-printed information that is no longer accurate and include the information for who now lives at this address.

13. What will happen after I complete the HEF?

The information provided on the form enables us to send a separate registration form to all the people in the household who are eligible and not already registered. Or they can register online at www.gov.uk/register-to-vote.

14. Why do I need to complete the application to register form (ITR) ?

If you are not on the register, you will not be able to vote. Not being registered can also impact on applications for credit, mortgages or mobile phones since credit agencies use the register to validate applications.

15. Why is my address not recognised by the government website?

Not all new properties have been updated on the government website. Please contact electoral services and we will send out a paper form for you to complete. Please email electoral.registration@centralbedfordshire.gov.uk with your full name and address, or phone 0300 300 8008, or write to electoral services at Central Bedfordshire Council, Priory House, Monks Walk, Chicksands SG17 5TQ. Each eligible person needs to complete an application.

16. I have recently got married/divorced/changed my name

Please email electoral.registration@centralbedfordshire.gov.uk or write to Electoral services at Central Bedfordshire Council, Priory House, Monks Walk, Chicksands SG17 5TQ with the change to your name together with suitable evidence such as a copy of your marriage certificate/deed poll.

17. What is the open register?

Registration Officers keep two registers – the electoral register and the open register.

The electoral register lists the names and addresses of everyone who is registered to vote in public elections. The register is used for electoral purposes, such as making sure only eligible people can vote. It is also used for other limited purposes specified in law, such as detecting crime (fraud), calling people for jury service and checking credit applications.

The open register is an extract of the electoral register, but is not used for elections. It can be bought by any person, company or organisation. For example, it is used by businesses and charities to confirm name and address details.

Your name will be included in the open register unless you ask for them to be removed (opt out). Removing your details from the open register does not affect your right to vote.

18. How can I remove my name from the open register?

Please email electoral.registration@centralbedfordshire.gov.uk or write to Electoral services at Central Bedfordshire Council, Priory House, Monks Walk, Chicksands SG17 5TQ requesting that your details are removed. Remember to give your full name and address.

19. I have registered but I do not appear on the credit reference agency details.

A confirmation of your registration will be sent to you once your details have been verified. The revised register will be published and distributed to the credit agencies on 01 December 2016.