

Understanding your poll card





What is a poll card

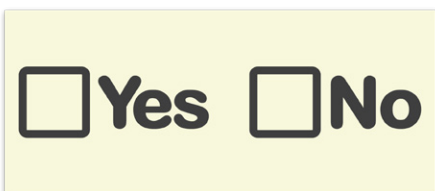


You'll be sent your poll card just before an **election** or **referendum**.

It is the size of a postcard.



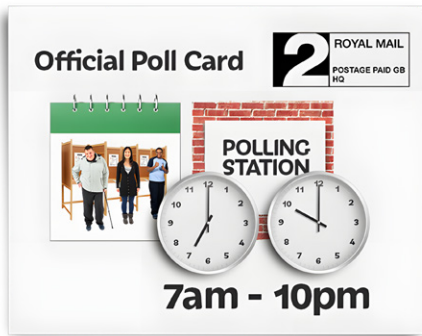
An **election** is when people vote to choose people to run parliament or councils. It's a way for everyone to have a say in what happens in their town or country.



A **referendum** is a special kind of vote where people are asked a big question, to help decide something important.



Everyone gets to have their say by voting.



Your poll card will tell you information like when to vote and at which **polling station**.



A **polling station** is a place where people go to vote.



If you need any help or want to find out if your polling station is accessible please contact us.

elections@baberghmidsuffolk.gov.uk

Phone: **0300 123 4000** then choose option 7.



If you need your poll card in large print please contact us.

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Poll card

YOU MUST BRING PHOTOGRAPHIC IDENTIFICATION TO VOTE

You will not be able to vote unless you show photographic identification to the polling station staff.
A full list of accepted photographic identification is set out overleaf.

Election of councillors to [County/District/Parish] Council

Your details:

000001 / MCODE
Person P Personson
1 Two Lodge
Parish
Suffolk
IP9 9ZZ

Electoral Register Number: MCODE-0123/000

You do not need to take this card with you
in order to vote.

Date of election: **Weekday Date Month Year**

i Voting information

Polling day: **Weekday Date Month Year**

Voting hours: **7am to 10pm**

Your polling station will be:

Web: [www.\[district\].gov.uk/elections](http://www.[district].gov.uk/elections) | Email: [elections@\[district\].gov.uk](mailto:elections@[district].gov.uk) | Helpline: **district elections team number**

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Please turn over



This booklet will show you an example of a poll card and tell you what each part means.



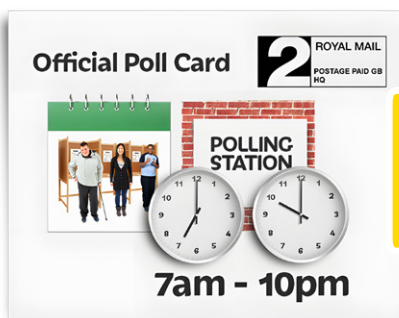
1

This part will say what you are voting for in the election or referendum.



2

This part will say what day the election is taking place.



3

This part will say what voting information you need to know like:



- The day you will go to the polling station to vote.



- What time you can vote at a polling station, which is between 7:00am to 10:00pm.



- Where you need to go to vote at a polling station.

Poll card

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Web: [www.\[district\].gov.uk/elections](http://www.[district].gov.uk/elections) | Email: [elections@\[district\].gov.uk](mailto:elections@[district].gov.uk) | Helpline: **district elections team number**

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Please turn over



4

This part will say your name and address.



5

This part will say the details of your local council.



The website address for
Mid Suffolk is:
www.midsuffolk.gov.uk/elections



The email address for Mid Suffolk
is:
elections@baberghmidsuffolk.gov.uk



The phone number for the
helpline is:

0300 123 4000 then choose
option 7.



You can contact them if you
need help voting.

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Accepted forms of photographic identification

You must present one of the following forms of photographic identification in order to vote in person at a polling station:

A passport issued by the UK, any of the Channel Islands, the Isle of Man or a British Overseas Territory	Ministry of Defence Form 100 (HM Armed Forces Veteran Card)	A Senior SmartPass issued in Northern Ireland
A passport or passport card issued by an EEA state or a country whose citizens are Commonwealth citizens	A Blue Badge	A Registered Blind SmartPass or Blind Person's SmartPass issued in Northern Ireland
A driving licence issued by the UK, any of the Channel Islands, the Isle of Man or an EEA state	A National identity card issued by an EEA state	A War Disablement SmartPass or War Disabled SmartPass issued in Northern Ireland
A biometric immigration document	An Older Person's Bus Pass	A 60+ SmartPass issued in Northern Ireland
An identity card bearing the Proof of Age Standards Scheme hologram (a PASS card)	A Disabled Person's Bus Pass	A Half Fare SmartPass issued in Northern Ireland
Ministry of Defence Form 90 (Defence Identity Card)	An Oyster 60+ Card	An Electoral Identity Card issued in Northern Ireland
	A Freedom Pass	A Voter Authority Certificate or a temporary Voter Authority Certificate
	A National Entitlement Card issued by a local authority in Scotland	
	A 60 and Over Welsh Concessionary Travel Card issued in Wales	
	A Disabled Person's Welsh Concessionary Travel Card issued in Wales	

If you do not possess any of the above forms of photographic identification, you can apply to your local Electoral Registration Officer for a free Voter Authority Certificate. Completed applications must reach us before **5pm on [Weekday Date Month Year]**. You can apply for a Voter Authority Certificate online at voter-authority-certificate.service.gov.uk

If your photographic identification document has expired it will still be accepted so long as the photograph is still a good likeness of you, unless it is a temporary Voter Authority Certificate which is not valid for use on the date of poll.

You may be required to provide further proof of identity if there is any discrepancy between your name as shown on your form of photographic identification and the name of the elector that you claim to be.

It is an offence to:

- vote more than once at this election, unless you are voting on your own behalf and as a proxy for another person
- vote as a proxy on behalf of more than four electors, of which no more than two may be on behalf of other domestic electors (a domestic elector is one who is not a service elector).
- vote as a proxy for someone if you know that by law they are not allowed to vote

If you are away or cannot go to the polling station on [Weekday Date Month Year] you can do one of the following:

- Apply to vote by post. Completed applications must reach us **before 5pm on [Weekday Date Month Year]**. If you are given a postal vote, you will not be able to vote in person at this election. You can apply to vote by post online at www.gov.uk/apply-postal-vote.

OR

- Apply to vote by proxy (this means someone else can vote on your behalf). Completed applications must reach us **before 5pm on [Weekday Date Month Year]**. You can apply to vote by proxy online at www.gov.uk/apply-proxy-vote. If you appoint a proxy, you can vote if you wish, but only if your proxy has not already voted on your behalf and has not got a postal vote for you.

If after 5pm on [Weekday Date Month Year] you are unable to vote in person because:

- You have a medical emergency after 5pm on Wednesday 04 June 2025
- You learn you cannot go to the polling station because of work reasons
- The form of accepted photographic identification that you were intending to use to vote has been lost, stolen, damaged or destroyed, or has not yet been received if applied for recently

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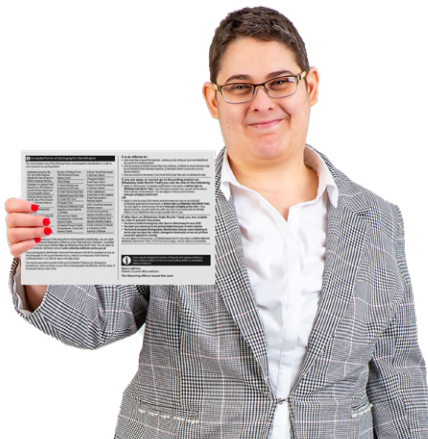


If you require a large print version of this poll card, please contact us. If you need any help or to find out if your polling station is accessible, please contact us.

Return address:

District Council office address

The Returning Officer issued this card.



The back side of your poll card has the following information on it:



6

This part will list different types of **photographic identification**.

Photographic identification is a document or card that proves who you are.

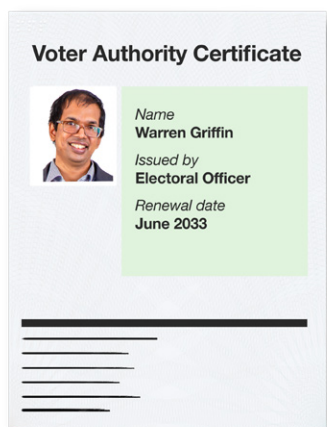


You must bring one type of photographic identification to be able to vote.

For example, a passport, blue badge or bus pass.



This part will tell you the date you need to apply by to get a **Voter Authority Certificate** for this election.



A **Voter Authority Certificate** proves who you are.

You can get it if you do not have any other photographic identification.



You can look at this easy read for more information at:
www.myvotemyvoice.org.uk/voting/register-to-vote/voter-id-and-how-to-apply-for-the-voter-id-certificate/

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A driving licence issued by the UK, any of the Channel Islands, the Isle of Man or an EEA state	A National identity card issued by an EEA state	A War Disabled SmartPass issued in Northern Ireland
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An identity card bearing the Proof of Age Standards Scheme hologram (a PASS card)	A Disabled Person's Bus Pass	A Half Fare SmartPass issued in Northern Ireland
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If you are away or cannot go to the polling station on [Weekday Date Month Year] you can do one of the following:

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Return address:

District Council office address

The Returning Officer issued this card.



This part tells you what to do if you are away or cannot go to the polling station on the day of the election.



You can vote by post. If you choose this:

- You will get your paper ballot sent to your home.
- You will fill it in at home.
- You will send it back in the post.



Apply for a postal vote online at:

www.gov.uk/apply-postal-vote



Or, you can do a **proxy vote**.

A **proxy vote** is when you give permission to a trusted person to vote for you at a polling station.



Apply for a proxy vote online at:

www.gov.uk/apply-proxy-vote



If you need to do a postal vote or proxy vote, apply before the time and date on this part of the poll card.

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This part tells you what to do if, on the day of the election, you are unable to vote at a polling station because:

- You have a medical emergency on the day of the election.





- You cannot go to the polling station because of work reasons.



- You cannot use the photographic identification you were going to bring.



Call the helpline straight away to find out what you need to do.

Phone: **0300 123 4000** then choose option 7.



You need to call before the time and date on this part of the poll card.

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Return address:

District Council office address

The Returning Officer issued this card.

10

Return address



10

This part tells you the return address.



You may need to return a poll card if the person who it is addressed to does not live there.

You can contact us in a number of different ways.

Website: www.midsuffolk.gov.uk/elections

Email: elections@baberghmidsuffolk.gov.uk

Helpline: 0300 123 4000 then choose option 7

This document was adapted into easy read by Ace Anglia.

Website: www.aceanglia.com

Facebook: Ace Anglia

Instagram: @ace_anglia

LinkedIn: ace-anglia

YouTube: @AceAnglia

Email: info@aceanglia.com

Date this was made: November 2025

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