



SHAW'S.
A Civica Group company

POLLING STATION AND POLLING BOOTH NOTICES ORDER FORM – England

Note that it will be assumed that there will be 3 or more candidates for the Police (Fire) and Crime Commissioner election. If you order on this basis and find later that you only have only 2 candidates, we will supply appropriate replacement notices free of charge.

Tick relevant
boxes below to
indicate which
polls you have

Polling Booth Notices

Size A2, black and white

☐

Police and Crime Commissioner Election (PCC)

(Tick here if you have a Police, Fire and Crime Commissioner ☐)

Colour of ballot paper (will only appear on notice if you have combined elections)

.....

☐

County Council Election (CCE)

Name of County Council (to appear on the notice)

.....

Colour of ballot paper

Number of candidates to vote for

☐

Mayoral Election (ME/MC)

If combined authority mayor, state name of authority (to appear on the notice)

.....

Colour of ballot paper

Number of votes (tick): One ☐ Two ☐

☐

Local Council Election without Parish Election (LE)

Name of Local Council (to appear on the notice)

.....

Colour of ballot paper

Number of candidates to vote for (insert quantity of notices required for each). N.B. The total of the three boxes should equal the number of notices ordered below.

Only one Up to 2 Up to 3

☐

Neighbourhood Planning Referendum (NPR)

Type of referendum (tick):

Neighbourhood plan ☐ Neighbourhood development order ☐ Community right to build order

Name of neighbourhood area

Colour of ballot paper

If you have Parish Council elections (PCE), please complete the details overleaf

STATE BELOW THE NUMBER OF NOTICES REQUIRED

Combination of polls to appear on the notice e.g. PCC + CCE; PCC + ME + LE; PCC + ME + LE + PCE	Quantity of each type

Local Council Election with Parish Election

Name of Local Council (to appear on the notice)

.....

Colour of Local Council ballot paper

<i>Name of parish/town council (to appear on the notice)</i>	<i>Number of vacancies*</i>	<i>Colour of ballot paper</i>	<i>Number to vote for at corresponding local election</i>	<i>Quantity required (see note below)</i>
*State "Only one" or "Up to X (state number)" Total number of notices (see note below)				

NOTE: The total of the quantities indicated in the last column will be the same as those combinations that include 'PCE' on the first page of this form.

**If you have any other combination of polls, please contact Shaw's:
elections@shaws.co.uk; 01322 621100.**

Please also supply the following self-adhesive clear plastic wallets for these notices to enable them to be stuck to the voting booth and wiped clean:

code CPW2 – A3 wallets for Polling Booth notices @ £2.28 each

How to vote at this election

- 1 Go to the desk and tell the staff your name and address. They will give you your ballot paper.
- 2 Take your ballot paper to a voting booth.
- 3 Read the instructions in the booth and mark your ballot paper.
- 4 When you have marked your ballot paper, fold it so that nobody can see how you have voted.
- 5 Put your folded ballot paper into the ballot box.

○ Voting is secret. Do not let anyone see how you have voted.
⚠ If you make a mistake or need some help, just ask the staff.

Polling Station Notices (Guidance for Voters)

Police (Fire) and Crime Commissioner Election

Size A2, black and white

Ref	Description	Quantity required
LE6	Single poll	
LE6EE1	Combined poll with single ballot box	
LE6EE2	Combined poll with separate ballot boxes	

Prices for all notice options <i>(All notices are sold in multiples of 25. Fewer than 25 may be ordered but will be charged as 25)</i>	Quantity	Polling Booth notices	Polling Station notices
	25	£15.75	£27.25
	100	£47.25	£81.75
	500	£157.50	£272.50