



LOCAL GOVERNMENT REFERENDUM Forms List

Please enter the **TOTAL** quantity required for each item.
(See price list on last page for minimum quantities.)

PRESIDING OFFICER'S SUNDRIES



LGRSDBAG	Pack of Presiding Officer's Sundries (wallet with pencil case will be supplied unless box specified) – see separate sundries contents list	£19.25	
LGRSDR	Full Sundries Refill Pack (excludes wallet and pencil case) – see separate sundries contents list	£18.25	
CP	Conversion Packs for all combinations of elections/referendums are available. Details on request	£6.65	
SSP1	Packs of stationery sundries – see separate sundries contents list	£8.24	
SSP2	Packs of other stationery sundries – see separate sundries contents list	£4.91	
SSP3	Packs of notices – see separate sundries contents list	£6.67	
LGRSDF	Packs of forms – see separate sundries contents list	£3.72	
LGRSDP	Set of packets as included in sundries pack – see separate sundries contents list	£6.33	

STAFF

LGR 2	Appointment of Deputy Counting Officer (general powers)	D	
LGR 2A	Appointment of Deputy Counting Officer (limited powers)	D	
LGR 21	Appointment of Presiding Officer	D	
LGR 23	Appointment of Poll Clerk	D	
LGR 23A	Appointment of Polling Observer	D	
LGR 46	Certificate of Employment on Day of Poll	D	
LGR 271	Summary of Provisions of R.P. Act as to Secrecy – Persons Attending at Polling Station and/or Verification/Counting of Votes	D	
LGR 211	Authority of Admission to Polling Station	D	
E 528	Staff Payment form – in triplicate on NCR paper	E	
E 529	Travelling Expenses form	D	
E 527	Tax Exemption form	D	

POSTAL VOTING

LGR 49	Appointment of Clerk to Assist at Issue/Receipt of Postal Ballot Papers	D	
LGR 69	Envelope to contain Appointments of Clerks at Issue and Receipt	M	
LGR 501	Summary of Provisions of R.P. Act as to Secrecy (Postal Voting)	D	
LGR 84	Envelope to contain Corresponding Numbers List for postal ballot papers	M	
LGR 59	Statement as to Postal Ballot Papers	D	
LGR 59X	Envelope to contain Statement as to Postal Ballot Papers	M	
LGR 53	Envelope for Marked Copies of Postal Voters List and Proxy Postal Voters List	M	
LGR 56	Envelope to contain Votes Rejected	M	
LGR 58	Envelope to contain Rejected Ballot Paper Envelopes	M	
LGR 62	Envelope to contain Rejected Votes (Verification Procedure)	M	
LGR 63	Envelope to contain Postal Voting Statements (Verification Procedure)	M	
LGR 55	Envelope to contain Cancelled Postal Ballot Papers	M	
LGR 71	Envelope to contain Spoilt Ballot Papers, Postal Voting Statements and Ballot Paper Envelopes	M	
LGR 60	Envelope to contain Envelopes Received After Close of Poll or Undelivered and Spoilt Postal Ballot Papers returned too late	M	
LGR 61	Envelope to contain returned Postal Ballot Papers, Statements and/or Envelopes where one or more items lost	M	
LGR 80	List of Spoilt Postal Ballot Papers	D	
LGR 81	List of Lost Postal Ballot Papers	D	
LGR 87	List of Cancelled Postal Ballot Papers	D	
LGR 80X	Envelope to contain List of Spoilt Postal Ballot Papers, List of Lost Postal Ballot Papers and List of Cancelled Postal Ballot Papers	M	
LGR 82	List of Postal Ballot Papers Rejected – No Statement Received	D	

LGR 82X	Envelope to contain List of Postal Ballot Papers Rejected – No Statement Received	M	
LGR 83	List of Postal Ballot Papers Rejected – Statement Only Received	D	
LGR 83X	Envelope to contain List of Postal Ballot Papers Rejected – Statement Only Received	M	
LGR 85	List of Rejected Votes (Verification Procedure)	D	
LGR 85X	Envelope to contain List of Rejected Votes (Verification Procedure)	M	
LGR 88	List of Rejected Votes (Votes handed in to polling station/returning officer)	E	
LGR 88X	Envelope to contain List of Rejected Votes (Votes handed in to polling station/returning officer)	M	
LGR 68	Declaration as to Number of Covering Envelopes in Ballot Boxes	D	

POLLING STATIONS

LGR 6	Directions for the Guidance of Voters Please call Shaw's for options on combinations	S	
LGR 7	Voting compartment notice Please call Shaw's for options on combinations, colours and vacancies	R	
LE 8+	Poster – Corrupt and Illegal Practices	S	
LE 43+	Poster – Offences at Elections	S	
LE 14+	Notice – Warning to Voters as to Personation and Voting More Than Once	R	
LGR 18	Declaration for the Companion of a Voter with Disabilities	D	
LGR 18Co	Declaration for the Companion of a Voter with Disabilities – for use in combined polls	D	
LGR 11	List of Persons to Whom Ballot Papers are delivered in consequence of an Alteration to the Register (by virtue of s13B(3B) or (3D) of Representation of the People Act 1983)	D	
LGR 17	List of Voters with Disabilities Assisted by Companions	D	
LGR 35	Questions to be Put to Voters	D	
LGR 25	Tendered Votes List	D	
LGR 26	List of Votes Marked by Presiding Officer	D	
LGR 26A	Statement of the Number of Votes Marked by the Presiding Officer	D	
LGR 28	Ballot Paper Account	D	
LGR 128	Presiding Officer's Report on Occurrences at Polling Station	D	
LGR 129	Envelope to contain Presiding Officer's Report on Occurrences at Polling Station	M	
LGR 86	Envelope to contain Stubs of Used Ballot Papers and Stubs of Used Tendered Ballot Papers	M	
LGR 142	Ballot Paper Refusal List	E	
LGR 143	Voter Identification Document Evaluation Form	D	
LE160	Return of Postal Voting Documents Form	D	
LE 161	Envelope to contain Accepted Postal Voting Documents – C4 25mm gusset. Supplied in 25s. <i>See also Secure Wallet below and Tamper Evident Security Labels to satisfy legislative requirement to seal.</i>	£16.25	
LE 162	Envelope to contain Completed Return of Postal Voting Document Form for Accepted Postal Voting Documents – C4 25mm gusset. Supplied in 25s. <i>See also Secure Wallet below and Tamper Evident Security Labels to satisfy legislative requirement to seal.</i>	£16.25	
LE 163	Envelope to contain Rejected Postal Voting Documents and Accompanying Return of Postal Voting Documents Forms – C4 25mm gusset. Supplied in 25s. <i>See also Secure Wallet below and Tamper Evident Security Labels to satisfy legislative requirement to seal.</i>	£16.25	
BBSV2	Tamper evident self-adhesive security labels – serially numbered, size 50mm x 90mm+tab – <i>supplied in 100s</i>	£39.00 (per 100)	
BBSV3	Tamper evident self-adhesive security labels – serially numbered, size 50mm x 160mm+tab – <i>supplied in 100s</i>	£57.00 (per 100)	
SECWT3	Secure wallet for postal ballot papers handed in at polling station. Custom card inserts available. Black PVC – size 355 x 470mm	£9.99	
SECWT4	Clear secure wallet for postal ballot papers handed in at polling station. Custom card inserts available. Clear PVC – size 355 x 470mm	£9.99	

Items in bold are included in our pack of Presiding Officer's Sundries – see separate list for details.

THE COUNT

LGR 33	Notice of Time and Place of Counting of Votes	D	
LGR 37	Notice of Appointment of Counting Observer	D	
LGR 39	Authority of Admission of Persons Attending Count	D	
LGR 24S	Appointment of Count Supervisor	D	

LGR 24	Appointment of Counting Assistant	D	
LGR 241	Instructions to Count Supervisor	D	
LGR 242	Instructions to Counting Assistant	D	
LGR 72	Statement as to Result of Verification of Ballot Paper Accounts	D	
LGR 74	Verification of Contents of Ballot Box	D	
LGR 31	Declaration of Result of Poll	D	
LGR 73	Statement as to Rejected Ballot Papers	D	
LGR 73A	Envelope to contain Rejected Ballot Papers	M	
LE 152	Booklet – Dealing with Doubtful Ballot Papers, Volume 2: Referendums and Multi-Member Elections	£12.00	

POSTERS, FORMS AND ENVELOPES DISCOUNT PRICE TABLE						
Quantity	PRICE CODE					
	D	E	M	R	S	T
25	£11.25	£25.00	£11.50	£18.25	£31.50	£51.00
100	£38.25	£85.00	£39.10	£62.05	£107.10	£173.40
500	£157.50	£350.00	£161.00	£255.50	£441.00	£714.00

All forms are sold in multiples of 25. Fewer than 25 may be ordered but will be charged as 25.

Individually priced items can be purchased in any quantity.

VAT at the prevailing rate will be added where applicable.

PRICES: All prices shown were correct as at December 2023 but may be subject to change without notice.