

# Register of Electors

It's easier online!

The easiest way for you to register to vote or update your details is online.



## Application for Postal Vote

Civil servant serving as a member of a diplomatic mission outside the state

[www.checktheregister.ie](http://www.checktheregister.ie)

Civil servants serving outside the State as members of diplomatic missions or consular posts may only vote by post. A spouse/civil partner living abroad with the applicant may also vote by post. This application form may be used by such civil servants to apply for a postal vote.

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 3. Please read this information to help you fill out this form.

Please complete this form in **BLOCK CAPITALS**

### 1 Your details

First name

Surname

PPSN

Date of birth

Phone number

Email address

Nationality

Address

  
  
  

Your home address in Ireland.

Eircode

### 2 Details of your spouse or civil partner

I request that my spouse/civil partner living abroad with me be registered as a postal voter.

You can apply for a postal vote for your spouse/civil partner. They **must** be living abroad with you.

First name

Surname

PPSN

Date of birth

Phone number

Email address

Nationality

### 3 Sign here and arrange for certification

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
---	---	---	---	---	---	---	---

## Certification

This section must be completed

### Note for certifier

Under Section 12 of the Electoral Act, 1992, civil servants attached to diplomatic missions or consular posts who, because of the requirements of their job are required to serve abroad, must vote by post. Spouses/civil partners, who are Irish citizens living abroad with such civil servants may vote by post.

Applications for a postal votes in this category must be certified by the Secretary General of the Department of Foreign Affairs (or by an officer of the Department of Foreign Affairs to whom the function is delegated under the Public Service Management Acts) confirming that the applicant is a qualified person within the meaning of Section 12 of the Electoral Act 1992. To qualify as postal voter under Section 12 an applicant must be:

- a citizen of Ireland who has reached the age of 18 years and is a civil servant and a member of a diplomatic mission or a consular post and who, for the time being, because of the requirements of his or her duties, is serving outside the State, and
- the spouse or civil partner of such a civil servant, residing with him or her outside the State, who is also a citizen of Ireland and has reached the age of 18 years before polling day.

### Certification by the Secretary General of the Department of Foreign Affairs

I certify that the applicant is a qualified person within the meaning of section 12 of the Electoral Act 1992

Name

Grade

Contact Number

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Email Address

Signature

Date

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

# Information and guidance to fill in this form

## This form and when you should use it

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.

The purpose of this form is to enable civil servants who qualify under Section 12(1) of Electoral Act 1992 (i.e. are members of a mission serving abroad) and their spouses/civil partners residing abroad with them, to apply to register for a postal vote.

If you are not already registered as a postal voter and need to be included in the postal voters list, you must complete this form and have it certified by the Secretary General of the Department of Foreign Affairs.

## Getting your form certified

When you have completed and signed your form, have it certified by the Secretary General of the Department of Foreign Affairs (or by an officer of the Department of Foreign Affairs to whom the function is delegated under the Public Service Management Acts), as failure to do so will result in delays in getting your application processed.

Don't forget to sign your form.

## How your information is used

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.

## Latest date for receipt of Application

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

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

Forms received late cannot be considered and will have no effect for that election or referendum.

## Where to send your form

When the form is completed and certified it should be returned to your local authority (county or city council).

## More information

Contact your local authority.

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