

AVAILABILITY FOR ELECTION STAFF DUTIES

Electoral Services, EDDC, Blackdown House, Border Road, Honiton EX14 1EJ

Tel: 01395 517402 Ext 2602 or Email: elections@eastdevon.gov.uk

Title & Forename(s):		Surname:	
Address:			
Email address:			
Work Telephone Number		Home Tel Number	
Mobile Telephone Number		Date of Birth	Required for insurance purposes
Own transport	YES <input type="checkbox"/> NO <input type="checkbox"/>	Registered disabled?	YES <input type="checkbox"/> NO <input type="checkbox"/>
Car registration Number			Disability

DETAILS REQUIRED FOR NON-COUNCIL STAFF (WE PAY YOU BY BACS)

NI Number		Tax Payer	YES <input type="checkbox"/> NO <input type="checkbox"/>
Bank/Building Society Name and Address			
Account Number		Sort Code	
Account Name			

Payroll no longer issue P527 forms (self declaration to not pay tax). All election employees will either pay standard rate of 20p on the pound (20%) tax or by any tax code received from HMRC. This will happen automatically in your pay calculation. You can claim to recover any tax you shouldn't have paid but it will be between HMRC and yourself. Payroll will be unable to act on your behalf. Contact HMRC on 0300 20003300 or at www.gov.uk/government/organisations/hm-revenue-customs/contact/ income-tax-enquiries-for-individuals-pensioners-and-employees

YOUR AVAILABILITY

Polling station duties	<input type="checkbox"/> PO (Presiding Officer) <input type="checkbox"/> PC (Poll Clerk)	Preferred Polling Station:
Verification on the night	<input type="checkbox"/> YES <input type="checkbox"/> NO	
Count on the night	<input type="checkbox"/> YES <input type="checkbox"/> NO	
Issue of Postal Votes	<input type="checkbox"/> YES <input type="checkbox"/> NO	
Opening of Postal Votes	<input type="checkbox"/> YES <input type="checkbox"/> NO	

Signed:		Dated	
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I confirm that if I am required to transport items on behalf of the Returning Officer that my vehicle is insured for business use in accordance with the Corporate Manslaughter and Corporate Homicide Act 2007.

NEW STAFF PLEASE FILL IN ANY RELATED EXPERIENCE OVERLEAF

