

# **Electoral Registration - our service commitment**

We aim to: -

- Deliver electoral registration forms to 100% of properties;
- Achieve 95% rate of return for the registration forms;
- Register 100% of valid claims made outside the annual canvass period in line with regulations;
- Provide disabled access to 100% of polling buildings;
- Provide each polling station with facilities to ensure that no minority groups are excluded from understanding and taking part in the electoral process;
- Ensure everyone is treated equally and fairly regardless of race, family/marital status, gender, religious belief, age, disability or sexuality;

## **How you can help us**

So that we can maintain the accuracy of our electoral records we need your co-operation and it would be helpful if you could bear the following points in mind.

- Please ensure that your electoral registration form is returned promptly including any changes to occupancy;
- Please treat our employees with courtesy - they are trying to help you.