

Annual Canvass of the Register of Electors (Updating your details)

Every year the Government requires every Local Authority to collect information regarding all households in order to produce the Register of Electors.

Householders are legally required, under the Representation of the People Act 1983, to provide their Local Authority with this information.

The electoral canvass takes place every year around August. It is used to ensure that the data we have on the register of electors is accurate and up to date.

The Household Enquiry Form

Starting each August, Castle Point Council's Electoral Services team will hand deliver an annual canvass Household Enquiry Form to all residential properties in the borough, asking residents to confirm who is currently living in the property and who is eligible to vote.

The Household Enquiry Form is not the same as a voter registration form but you **DO** need to complete it. The information you provide on the form will inform us of anyone in your household who is, or who has become, eligible to vote but has not yet registered.

Any new residents who are eligible to vote can go online to register at www.gov.uk/register-to-vote We will also send an invitation to register form to anyone resident at your property who is, or who has become, eligible to vote but who has not yet registered.

Reminders - If we do not receive a reply to our initial Household Enquiry Form we will send reminder forms. The first reminder forms will be sent out in September with a final reminder scheduled for October.

If the details shown on your Household Enquiry Form are correct

If all the details shown on your Household Enquiry Form are correct and up to date then all you have to do is to confirm this by any of the following methods:

- **Text: NOCHANGE with the two part security code to 80212 (standard charges apply) OR**

- www.householdresponse.com/castlepoint OR
- Call: 0800 197 9871

If the details on the form need to be updated or someone needs to be added or removed, you can also use the automated service. See below:

- www.householdresponse.com/castlepoint

A two part security code is required to use these automated services, this can be found on the form.

We would encourage you to use the automated service to confirm the details on the form you have received are correct, this can be done by text, via the internet, or by telephone (using a free phone number). We would encourage you to use the TEXT service to confirm no change if applicable.

If one of the automated services is used there is no need for you to return the form. If you are unable to use one of these automated services, you should complete and return the form in the pre-paid envelope provided.

The household enquiry form is **not** a registration form but it must be completed. The information provided will enable us to send a separate registration form to all the people living at the address who are eligible and need to register. Any new residents who are eligible to vote can go online to register at www.gov.uk/registertovote