



Getting our Employees Election-ready!

Practical ways for Employers to facilitate Voter Registration for VRC Accreditation

Employers can play a pivotal role in promoting voter registration and civic engagement within their workforce. By organising 'Voter Registration Activities', employers can encourage their employees to become registered voters, thereby contributing to the electoral process. This initiative aligns with the Voter Registration Champion accreditation criteria, demonstrating the employer's commitment to fostering democratic participation among its workers.

What resources will you need:

- One cardboard ballot box with a hole in the top to serve as the ballot box;
- A printed Voter Registration Champion Verification leaflet for each attendee [template below];
- A laptop with internet connection to enable people to register: www.gov.uk/register-to-vote
- A stack of paper Voter Registration forms for people who may not want to register online: <https://www.gov.uk/government/publications/register-to-vote-if-youre-living-in-the-uk>
- For verifying eligibility to register to vote, access to the website: <https://canivote.org.uk>
- Pens.



What will you need to do?

1. Announcement and Introduction: During an all-staff team meeting, announce the organisation's initiative to become an accredited Voter Registration Champion. Emphasise the importance of being election-ready and encourage active participation from all members.

2. Leaflet Distribution: Provide each worker with a Voter Registration Champion Verification leaflet which should contain essential information about voter registration requirements, deadlines, and procedures.

3. Engagement Activities: Where relevant, enhance understanding and engagement with the voter registration process by incorporating interactive activities such as discussions, role-playing scenarios, or multimedia presentations.

4. Completion of Verification Leaflet: Ask each worker to complete the tear-off section of the leaflet, indicating whether they are already registered to vote, pledge to register ahead of the deadline, are ineligible to vote, or have a valid reason not to register.

5. Deposit in Ballot Box: Invite participants to deposit their completed verification leaflets into the designated cardboard ballot box. Ensure that the ballot box is prominently displayed and easily accessible to all workers.

6. Record Keeping: Keep a record of the number of verification leaflets collected against the day's attendance.

7. Application for Accreditation: Once the 'Election Awareness Day' has concluded, use the gathered data to apply for accreditation as a Voter Registration Champion through the designated website: www.voterchampion.org.uk.

8. Follow-up and Support: Follow up with registered individuals to confirm their voter registration status and provide assistance if needed. Offer support leading up to election day, including reminders about polling locations and voting procedures.

For employees not working in the office, send a staff email with the Voter Registration Champion Verification leaflet, and ask them to reply (voluntarily) to a specified address to say if they have or have not registered to vote, and keep an anonymous record of those who have. Add this number to the number counted in the ballot box.





1. Voter registration

If you are not registered to vote, you won't be able to vote at the next general election. The deadline to register is midnight, 18 June.

We are working with Citizens UK's Voter Registration Champions scheme to make sure that 300,000 eligible voters don't lose their right to vote because they aren't registered.

It is easy to register to vote – there's a simple online form or you can fill in a paper version and send it to your council.

Register now: www.gov.uk/register-to-vote

2. Voter ID

The rules have changed for the general election – if you don't take photo ID to the polling station you won't be able to vote. The deadline to apply for a free photo ID (called a Voter Authority Certificate) is 5pm, 26 June.

Check whether you have the right ID here:
www.gov.uk/how-to-vote/photo-id-youll-need

Not everyone will have the right ID. You can apply for a free photo ID document from your local council up to a few weeks before election day by going to: www.gov.uk/apply-for-photo-id-voter-authority-certificate



3. Voter turnout

Voting is the cornerstone of our democracy. If people don't vote they won't get a say on who gets to make decisions that affect their lives. Put the date of the election, 4 July, in your diary; work out where your local polling station is (it will be near home), and how you'll find time to vote that day (polling stations open from 7am - 10pm. You can also apply to your local council for a postal vote (deadline 5pm, 19 June) or proxy vote (5pm, 26 June) if you won't be able to vote in person.



I am certain that I am already registered to vote in the place I want to vote.



I am not registered to vote but I will register in time for the election.



I am not eligible to vote or have another good reason not to register.

