



Changing your name in the electoral register

How to change your name in the electoral register

- Fill in the change of name form.
- Make sure you complete all sections of the form.
- Return your form to us with a copy of a proof of your change of name, either as scanned attachments to elections@hounslow.gov.uk or by post to Electoral Services, London Borough of Hounslow, Hounslow House, 7 Bath Road, Hounslow, TW3 3EB
- Please **do not** post your original document that prove your change of name. Only send photocopies of your document by post.

What happens after I've sent you my completed form and proof of my change of name?

- Once we have checked your details, we will send you a letter or email to confirm your details have been updated on the electoral register.

If you have any questions regarding changing your name in the electoral register, please visit www.hounslow.gov.uk/elections. Alternatively, you can email elections@hounslow.gov.uk or phone **020 8583 2828**.

Privacy Statement

We will only use the information you give us for electoral purposes. We will look after personal information securely and we will follow the Data Protection legislation. We will not give personal information about you or any personal information you may provide on other people to anyone else or another organisation unless we have to by law.

The lawful basis to collect the information in this form is that it is necessary for the performance of a task carried out in the public interest and exercise of official authority as vested in the Electoral Registration Officer as set out in Representation of the People Act 1983 and associated regulations.

The Electoral Registration Officer is the Data Controller. You should refer to the Privacy Notice at www.hounslow.gov.uk/privacy for further information relating to the processing of personal data.

Voter change of name form

Changing your name

You should only complete this form after you have changed your name. Please use black ink and write in BLOCK LETTERS. When you have completed every section and signed the form yourself, send it along with a proof of your change of name as scanned attachments to elections@hounslow.gov.uk or by post to Electoral Services, London Borough of Hounslow, Hounslow House, 7 Bath Road, Hounslow, TW3 3EB

We need to see proof of your change of name. Please send us one of the following:

- Marriage or civil partnership certificate
- Overseas marriage or civil partnership certificate
- Amended birth certificate
- Deed poll

If you do not have any of these, other documents may be acceptable as proof. Please contact us using the details on page 1 of this form.

1 Your current full name

First name(s)

Surname

2 Your previous full name

First name(s)

Surname

Tell us the date you changed your name.

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
D	D	M	M	Y	Y	Y	Y

3 Your address

Please give the address where you are registered to vote.

<input type="text"/>	<input type="text"/>
	Postcode

4 Contact details

Phone number (optional)

Email (optional)

Providing an email address or phone number gives us a quick and easy way to contact you about your application.

5 Declaration

To the best of my knowledge, the information in this form is true. I understand that the information I have given on this form will be used on the electoral register. I understand that it is an offence to knowingly give false information in this form, and that I could face an unlimited fine and/or up to six months in prison.

Signature

Today's date

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
D	D	M	M	Y	Y	Y	Y