

A guide to your poll card



Official Poll card
Cerdyn pleidleisio swyddogol

Number on register/ Rhif ar y gofrestr:

Pellwng	Diwrnod pleidleisio	
Poll	Oriau pleidleisio	

How to use this document



This is an Easy Read guide to your poll card.



You might need help to read it. You can ask someone you know to help you.



Hawdd ei Ddeall Cymru
Easy Read Wales

[Easy Read Wales](#) made this document into Easy Read using **Photosymbols**. [To tell us what you think about this easy read version, click here.](#)

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What is a poll card



Before an election, you will get a poll card in the post.



An **election** is when people choose someone to make decisions on their behalf by voting.



Voting means choosing a person or political party you want to represent you.

Official Poll card Cerdyn Pleidleisio Swyddogol	
Number on register (What is a poll card?)	
Election Cynulliad / Ward	Etholiad Etholiad / ward
Qualifying for the poll (You must be 16 or over on the day of the poll and be a registered voter in the ward.)	
This card is for information only. You can vote without it but it will save you time if you take it to the polling station and show it to the clerk there.	
Putting my polling hours from 10pm to 10pm	Putting my polling hours from 10pm to 10pm
Your polling station will be...	
Find out more on voting in Cardiff	
Cardiff Cardiff Council Cardiff Council Cardiff Council Cardiff Council	

Your poll card tells you important information about how and where to vote.



You can vote without your poll card, but it is helpful to bring it with you.

The front of your poll card



This section explains the front of your poll card.
This is an example of the front of a poll card. It has numbers to show different parts.

Official Poll card Cerdyn Pleidleisio Swyddogol			
		Number on register/ Rhif ar y gofrestr:	
1	Election	Etholiad	
	Constituency / Ward	2	
Qualifying foreign citizens and 16/17 year olds can vote in Local Government elections.		Gall dinasyddion tramor cymwys a phobl 16/17 oed bellach bleidleisio mewn etholiadau Llywodraeth Leol.	
3	This card is for information only. You can vote without it but it will save you time if you take it to the polling station and show it to the clerk there.		Cerdyn er gwybodaeth yn unig yw hwn. Gallwch bleidleisio hebddo ond bydd yn arbed amser ichi os ewch chi ag ef i'r orsaf bleidleisio a'i ddangos i'r clerc yno.
	Polling day	4	Dyddiad y pleidleisio
5	Polling hours	7am to 10pm	Oriau pleidleisio 7am i 10pm
6	Your polling station will be:-		Eich gorsaf bleidleisio fydd:
7	Find out more on voting in Cardiff: website See further information on the back of this card.		Dysgwch fwy am bleidleisio yng Nghaerdydd: gwefan Gweler rhagor o wybodaeth ar gefn y cerdyn hwn.
8	Helpline number: 029 20872087 (local rate) Email: electoralservices@cardiff.gov.uk www.cardiff.gov.uk		Linell gymorth: 029 20872088 (cyfradd leol) E-bost: gwasanaethauetholiadol@caerdydd.gov.uk www.caerdydd.gov.uk
Issued by the returning officer		Cyflwynwyd gan y swyddog canlyniadau	



1.Type of election

This part tells you what election you are voting in.
This means you are voting in a certain election.

2.Your voting area



This part shows your constituency or ward. A constituency or ward is the area where you live and vote.

For example, it may say Cardiff North, Caerdydd Ffynnon Taf or a Cardiff Ward.

3.Bringing your card



This part explains that your poll card is for information only. You do not need your poll card to vote. You can vote without it.



It is helpful to bring it to save time at the polling station.



4.Election day

This part tells you the day of the election. It shows the date you need to vote.



5.Polling hours

This part tells you what time you can vote.

You can vote between 7am and 10pm. You can go at any time between these hours.



6.Your polling station

This part shows where you need to go to vote. This place is called a polling station. It is where people go to vote in person.



It will show the name and address of the place.



7.Information about candidates

This part tells you where to find information about political parties and candidates in your area. Candidates are people standing in the election.



You can check www.cardiff.gov.uk for more information.

8.Contact details

This part gives contact details if you need help. You can contact your local council if you need help with voting:



Phone: 029 2087 2087



Email: electoralservices@cardiff.gov.uk



Website: www.cardiff.gov.uk

Contact them if you have questions or need support.

The back of your poll card



This section explains the back of your poll card. This is an example of the back of a poll card. It has numbers to show different parts.

Election	Etholiad
When you go to the polling station, tell the clerk your name and address, as shown on the front of this card. The clerk will confirm your details on the register. When you are given your ballot paper, go to one of the polling booths. Vote by putting a cross [x] in the voting box next to your choice. Vote for no more than [insert the number of Candidate to be elected] candidates. If you spoil the ballot paper by mistake, show it to the presiding officer and ask for a replacement. When you have marked the ballot paper, fold it in two. Show the presiding officer the number and other unique identifying mark on the back of the ballot paper but do not let anyone see your vote. Put the ballot paper in the ballot box and leave the polling station. If you will be away on the date of the poll, there are other ways of voting. (1) You can apply to vote by post. Your application must be received by the returning officer before 5pm on [Date]. If you are given a postal vote, you will not be entitled to vote in person at this election. (2) You can apply to vote by proxy (this means someone can vote on your behalf). Your application must normally be received before 5pm on [Date]. If you appoint a proxy, you can still vote in this election yourself if you do so before your proxy has voted for you. In certain circumstances, it may be possible to apply to vote by proxy after [Date]. It is an offence to do any of the following- • Vote more than once (unless you are appointed as proxy for another elector) at the same election. • Vote as proxy at the same election for two or more persons unless you are their spouse, civil partner, parent, grandparent, brother, sister, child or grandchild. • Vote as proxy for a person if you know that the person is subject to a legal incapacity. If you want to vote by post or proxy, please contact 02920 872087 as soon as possible.	Pan ewch chi i'r orsaf bleidleisio, dywedwch eich enw a'ch cyfeiriad, fel y'u dangosir ar flaen y cerdyn hwn, wrth y cler. Bydd y cler yn cadarnhau eich manylion ar y gofrestr. Pan roddir eich papur pleidleisio ichi, ewch i un o'r bythau pleidleisio. Pleidleiswch drwy roi croes [x] yn y bocs pleidleisio gyferbyn a'ch dewis. Pleidleiswch dros ddim mwy na [rhowch nifer yr ymgeiswyr sydd i'w hethol] o ymgeiswyr. Os byddwch yn difetha'r papur pleidleisio drwy gamgymeriad, dangoswch ef i'r swyddog llywyddu a gofyn am un newydd. Pan fyddwch wedi marcio'r papur pleidleisio, plygwch ef yn ddau. Dangoswch y rhif a'r mare adnabod unigryw arall ar gefn y papur pleidleisio i'r swyddog llywyddu and peidiwch a gadael i neb weld eich pleidlais. Rhowch y papur pleidleisio yn y blwch pleidleisio a gadewch yr orsaf bleidleisio. Os byddwch i ffwrdd ar ddyddiad y pol, mae ffyrdd eraill o bleidleisio. (1) Cewch wneud cais i bleidleisio drwy'r post. Rhaid i'ch cais ddod i law'r swyddog canlyniadau cyn 5pm ar [Dyddiad]. Os rhoddir pleidlais drwy'r post ichi, ni fydd gennych yr hawl i bleidleisio'n bersonol yn yr etholiad hwn. (2) Gallwch wneud cais i bleidleisio drwy ddirprwy (mae hyn yn golygu y caiff rhywun bleidleisio ar eich rhan). Fel arfer, rhaid i'ch cais ddod i law cyn 5pm ar [Dyddiad]. Os ydych yn penodi dirprwy, rydych yn dal yn cael pleidleisio yn yr etholiad hwn eich hun os gwnewch chi hynny cyn i'ch dirprwy bleidleisio ar eich rhan. Mewn rhai amgylchiadau, efallai y bydd yn bosibl gwneud cais i bleidleisio drwy ddirprwy arol [Dyddiad]. Mae'n drosedd gwneud unrhyw un neu ragor o'r canlynol- • Pleidleisio fwy nag unwaith (oni bai eich bod wedi'ch penodi'n ddirprwy ar ran etholwr arall) yn yr un etholiad. • Pleidleisio fel dirprwy yn yr un etholiad ar ran dau berson neu ragor oni bai eich bod yn briod, yn bartner sifil, yn rhiant, yn daid/tad-cu neu yn nain/mam-gu, yn frawd, yn chwaer, yn blentyn, yn wyr neu'n wyres iddynt. • Pleidleisio fel dirprwy ar ran person os ydych yn gwybod bod y person yn destun anghymhwyster cyfreithiol i bleidleisio. Os hoffech chi bleidleisio drwy'r post neu drwy ddirprwy, cysylltwch a 02920 872088 cyn gynted a phosibl.

9. How to vote at a polling station

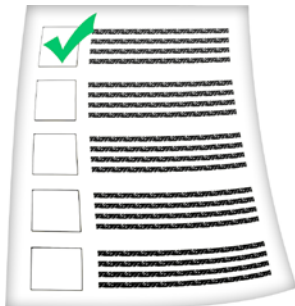
This part explains how to vote at a polling station.
Follow these steps when you go to vote:



- Go to your polling station on election day.



- When you arrive tell the staff your name and address.



- Staff will check your details on the voting list. If this election needs ID, they will ask to see your ID.



- You will be given your ballot paper. A ballot paper is the paper you use to vote.



- Go to a private booth to mark your vote.

Marking your ballot paper

Nightingale Party 1. Charles Bucket 2. Kris Kringle 3. Hamish Scot 4. Pepper Pot	◆	☐
Pelican Party 1. Michael Angelos 2. Suki Moon 3. May Day 4. River Deep	△	☐
Plaid y Genhinen 1. Llef Fall 2. William Shakes 3. Grace Period 4. Coral Reef	✱	☒
Baker, Cupcake Annibynnol / Independent		☐

When you are in the booth, you need to mark your vote. Look at the top of your ballot paper. It tells you how many crosses you can make. Put a cross in the box next to your choice or choices.



Do not make any other marks on the paper. If you make other marks, your vote may not be included.



If you make a mistake

You might make a mistake on your ballot paper.



If this happens, you can ask for a new one. Show the paper to the staff and ask for a new ballot paper.

Putting your vote in the box

After you mark your ballot paper, follow these steps:



- Fold the ballot paper in half.



- Keep your vote hidden from other people.



- Put the ballot paper in the ballot box. The ballot box is where votes are collected safely.



Then you can leave the polling station.



10. Other ways to vote

This part explains what to do if you cannot go to a polling station. There are other ways you can vote in the election.

Voting by post



Voting by post means you vote at home.

- Your ballot paper is sent to your home.



- You fill it in at home.



- You send it back by post.



You must apply before the deadline shown on your card.

Voting by proxy



A proxy is a person you trust to vote for you.



They go to the polling station and vote on your behalf.



You must apply before the deadline shown on your card.

Help for you

Help at the polling station

You can get help when you go to vote:



- Staff can explain what to do.



- You can bring someone you trust to support you.



- There may be support tools to help you vote.



When you arrive tell staff if you need help.

Help from your council

You can contact your local council if you need help with voting.



Phone: 029 2087 2087



Email: electoralservices@cardiff.gov.uk



Website: www.cardiff.gov.uk



Contact them before the election if you need support.