



Application for Registration and Special Ballot

For Canadian electors residing **outside** Canada

Instructions and General Information

Deadlines to register and to return your ballot

To be added to the International Register of Electors and vote by special ballot in a federal election, Elections Canada must receive your completed application form and accompanying documents in Ottawa **no later than 6:00 p.m., Eastern time, on the Tuesday before election day**. Electors who are already registered will automatically be sent a special ballot voting kit at the call of an election.

Apply as early as possible to allow enough time for the special ballot kit to be sent to you and for your marked ballot to reach Elections Canada in Ottawa **no later than 6:00 p.m., Eastern time, on election day**.

Important notes on completing your application

Family name, given name and middle name(s)

These must match the names on your proof of identity.

Phone numbers and email address

The contact information you provide will only be used for the following reasons:

- To obtain more information to complete your application
- To provide updates on the status of your application and/or ballot
- To contact you if there are difficulties in delivering your ballot

We recommend providing both a phone number and an email address, if possible.

Last address before leaving Canada

This must be a physical address, not a mailing address. It determines your electoral district and cannot be changed once your name is added to the International Register of Electors. You cannot use a post office box or rural route, except in areas where no other physical address is available.

Mailing address

This is the address where you want Elections Canada to send your special ballot voting kit to. You can use the address of a Canadian diplomatic or consular office (embassy, high commission or consulate), but you should make arrangements with that office and give them your contact information before submitting your application.

Declaration

If your personal information is not already in the National Register of Electors and you do not want it to be added, check the box. This will not remove your information from the National Register, if it is already there. To remove your information from the National Register, please send a request in writing to Elections Canada.

Read, sign and date the declaration.

Checklist

Remember to:

- ✓ Complete and print the application form.
- ✓ Read, sign and date the declaration.
- ✓ Include copies of the required proof of identity. **Do not send the original.**
- ✓ Submit the application form using the quickest method.

Proof of identity

You must include a copy of one of the following authorized pieces of identification with your application:

- pages 2 and 3 of your Canadian passport; **or**
- your Canadian citizenship certificate or card; **or**
- your birth certificate, showing that you were born in Canada.

The information on your pieces of identification MUST match the information you provide in your application.

Photocopy or scan your document. Ensure it is LEGIBLE. Do not send an original document.

How to return your completed application

In person: You can return your application form and the accompanying documents to any Canadian diplomatic or consular office to be forwarded to Elections Canada. Please note that they do not process applications or issue voting kits on behalf of Elections Canada.

By fax:

613-998-8393
1-800-363-4796 toll-free in Canada and the United States

Please note that fax is not a secure method of communication.

By mail:

Elections Canada
PO Box 9830 Stn T
Ottawa ON K1G 5W7
Canada

By courier:

Elections Canada
100-440 Coventry Rd
Ottawa ON K1K 2Y5
Canada

Keep your information up to date

Once you are listed in the International Register of Electors, you must inform Elections Canada in writing of any changes to your contact information to ensure that your voting kit is sent to the correct address when the next federal election is called. You must also contact Elections Canada to update your information once you return to live in Canada.

Privacy notice statement

Your personal information is collected under the *Canada Elections Act* (the Act) and (except for optional information) used to add you to the International Register, determine your electoral district and send you a special ballot voting kit at the call of future federal elections. If you do not provide this information, you will not be added to the International Register. We will only use the optional information provided to contact you if your application is not complete or to help ensure the timely delivery of your voting kit. Your personal information (except for optional information) will be included in the National Register of Electors, pursuant to the Act, unless you have chosen otherwise. Inclusion in the National Register is optional and will not impact your inclusion in the International Register. Personal information contained in the National Register, excluding your date of birth, is used to prepare lists of electors shared with members of Parliament, political parties and candidates for uses authorized by the Act. In accordance with information-sharing agreements, also authorized under the Act, we may also disclose personal information in the National Register to provincial and territorial electoral agencies and municipalities. Some of this information may be shared with the Commissioner of Canada Elections for purposes of the Commissioner's duty to ensure that the *Canada Elections Act* and the *Referendum Act* are complied with and enforced. If you wish to be removed from the National Register or do not wish to have your information shared with your provincial or territorial electoral agency or municipality, please contact us in writing. We use the services of third parties, who are also required to protect your personal information, to deliver applications and special ballots. You have the right to access and correct your personal information, to have your information protected under the *Privacy Act* and the *Canada Elections Act*, and to file a complaint with the Privacy Commissioner of Canada regarding Elections Canada's handling of your personal information. Your personal information is retained under personal information banks Elections PPU 037 and Elections PPU 040. A detailed description can be found at www.elections.ca.

How to contact us

By telephone:

613-949-7502 (collect calls are accepted)
1-866-222-2565 toll-free in Canada and the United States
001-800-514-6868 toll-free in Mexico
TTY 1-800-361-8935 toll-free in Canada and the United States

By email:

svrenq@elections.ca
Please note that email is not a secure method of communication.
Visit the Elections Canada website at www.elections.ca.



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For Canadian electors residing **outside** Canada
(See sections 222 and 223 of the *Canada Elections Act*)

EC 78500-W
(05/2019)

Full name and contact information

Family name

Given name

Middle name(s)

Primary phone number

Secondary phone number

Gender

Male Female Gender X

Date of birth (yyyy-mm-dd)

Language

English French

Email address

Last address before leaving Canada (determines your electoral district)

Number and street, or lot and concession, or township and range

Apt. / Unit

City, town, village or municipality

Province or territory

Postal code

Mailing address (where you want to receive your voting kit)

Number and street, apt. or unit, rural route (RR), post office (PO) box or general delivery (GD)

(Please use the second address line below only if required)

City, town, village or municipality

Province, territory or state

Country

Postal / zip code

If you **do not** want your personal information to be added to the National Register of Electors, check here:

- I am a Canadian citizen and will be at least 18 years old on election day.
- I have not already voted in this election, and I understand that I can only vote once.
- All of the statements on this form are true.

Elector's signature

Date

If you make a false declaration, you could be fined and/or imprisoned.