

# 2024 ITR Canvass

Information regarding personal  
visits for voter registration  
purposes

## **Canvassing - summary**

- Personal visits (Door knocks) are being undertaken at properties containing potential new electors that have not returned their invitation to register to vote (ITR)
- **The canvassers role is important** - We have a legal requirement to conduct house to house enquiries where a response has not been received to the ITR
- Personal visits commence on Wednesday 7 February and conclude on Friday 8 March. Canvassers will work within the hours of 9:00am to 8:00pm, Monday to Sunday.

# Collecting personal data on the doorstep

- **Canvassers will always** wear and show their official identification to the elector.
- If challenged for identity, the canvasser will advise the resident to write down their details and call the Council on 01284 763233 during the hours of 8:45 – 17:00, Monday to Friday so that a member of our customer services team can verify their identity. Outside office hours, the canvasser will provide a calling card and leave the premises.
- Canvassers are permitted to only take the personal information necessary to fulfil the requirements of the canvass.
- Canvassers have been trained and will be aware of other people around and take precautions so that nobody else can overhear any personal information that is being collected.
- If an elector queries what happens with their data, the canvasser will advise them it is being obtained for electoral services purposes only. For details on how this data is stored and protected, please direct the elector to our privacy statement, which is located on our website. [Privacy statement \(westsuffolk.gov.uk\)](https://www.westsuffolk.gov.uk/privacy-statement)

# Dealing with no response

## ITR

- If there is no answer then the canvasser will leave a calling card (on pink card) after writing the elector name at the top.

|   |                      |  |
|---|----------------------|--|
| Name:   | <input type="text"/> |  |
| <b>YOU ARE NOT REGISTERED TO VOTE</b>   |                      |  |
| <b>Why have I received this card?</b>   |                      |  |
| <p>We have been told that you live at this property but you have not registered to vote. We have sent you registration forms but we have not received a response. We want to make sure you are registered to vote. It can affect your credit rating if you are not on the electoral register.</p> |                      |  |
| <b>What do I need to do?</b>  |                      |  |
| <p>Complete your registration online at <a href="http://www.gov.uk/register-to-vote">www.gov.uk/register-to-vote</a>, or if you still have the registration form we sent, please complete and return it to us. Alternatively call us on 01284 757131 and you can register over the telephone.</p> |                      |  |
| Any questions?  |                      |  |
| Visit <a href="http://www.westsuffolk.gov.uk/register-to-vote">www.westsuffolk.gov.uk/register-to-vote</a> or call 01284 757131   |                      |  |

## More information

- More information about voter registration is available on the West Suffolk Council website: [Register to vote \(westsuffolk.gov.uk\)](https://www.westsuffolk.gov.uk/register-to-vote)
- If you have any queries please contact the Electoral Services Team by email [elections@westsuffolk.gov.uk](mailto:elections@westsuffolk.gov.uk) or telephone 01284 757131.