

# APPLICATION FORM

<b>The application form must be sent* to the municipality (kommune) where you live</b>	<b>To be filled in by the local authority (udfyldes af kommunen)</b>	
Insert the name of the municipality (kommune) where you live:	Modtaget dato	Journalnummer
	<b>Local and regional elections</b> Application for enrolment in the electoral register of a citizen of another member state of the European Union, who is registered with the Protocol Department of the Ministry of Foreign Affairs (EU-diplomats etc.)	

\*) The application form must be used and can be submitted to the municipality by personal attendance, sent by mail or by e-mail.

## Applicant

Remember – see the directions on the next page

First name, middle name and last name
Date of birth
Citizen of (country)
Private address in Denmark

## Declaration by the Ministry of Foreign Affairs (to be filled in by the Ministry)

Udenrigsministeriet attesterer herved, at ansøgeren er registreret i Udenrigsministeriets protokol

Stempel	Dato og underskrift
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## The applicant's signature

E-mail/telephone number during daytime	Date and signature
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Under section 163 of the Danish Penal Code an incorrect written declaration is punishable by a fine or imprisonment for up to four months.

<b>Reserved for the municipality (forbeholdt kommunen)</b>
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# Directions

## Voting rights and enrolment in the electoral register for local and regional elections for citizens of another EU member state who are registered with the Protocol Department of the Ministry of Foreign Affairs (EU-diplomats etc.)

### 1. Conditions for the right to vote

EU citizens who are registered with the Protocol Department of the Ministry of Foreign Affairs, and who have reached 18 years of age are entitled to vote in the local and regional elections in Denmark.

This includes the following persons:

- a) Diplomats and other service staffs holding an official duty-passport, who are living in Denmark and posted at embassies in Denmark, as well as accompanying family members and domestic servants belonging to the household.
- b) Civil servants posted at international organizations (inter alia EU institutions) in Denmark as well as accompanying family members belonging to the household.

As an alternative to registration with the Protocol Department of the Ministry of Foreign Affairs, from 1 April 2017, the persons in group b) can apply for an EU registration certificate from the Agency for International Recruitment and Integration in order to subsequently obtain residential registration in the Civil Registration System (CPR).

Persons registered in the CPR are automatically (without application) enrolled in the electoral register of the municipality of residence if the registration is completed by Tuesday, 9 November 2021 (7 days before Election Day).

It should be noted that persons in the abovementioned group b) who are already registered with the Protocol Department of the Ministry of Foreign Affairs but wish to obtain a residential registration in the CPR do not meet the conditions of the right to vote at local and regional elections in the time between de-registration from the Protocol of the Ministry of Foreign Affairs and residential registration in the CPR. However, in the meantime, this group of persons have the opportunity to be enrolled in the electoral register upon (another) application. In this connection, the application form with the following title must be used: "Local and regional elections - Application for enrolment in the electoral register of a citizen of another member state of the European Union who is legally residing in Denmark without being registered in the CPR or with the Protocol Department of the Ministry of Foreign Affairs."

### 2. Before you can vote in the local and regional elections you must be enrolled in the electoral register

In order to exercise your voting right for the local and regional elections in the municipality or region respectively where you have your private address, you must be enrolled in the electoral register.

EU-diplomats and other citizens from the other EU member states, who are registered with the Protocol Department of the Ministry of Foreign Affairs, are not registered in the CPR. Therefore, you are not automatically enrolled in the electoral register and can only be entered upon application.

If you wish to cast your vote for the local and regional elections in Denmark, you must therefore fill in the required information on the application form and obtain a declaration from the Protocol Department of the Ministry of Foreign Affairs of your registration with the Protocol Department. The declaration must be made in the space assigned for the declaration on the application form. Remember to sign and date the application form. Hereafter you must submit your application to the municipality where you have your private address.

The application form can be submitted to the municipality by personal attendance or sent by mail or by e-mail.

### 3. Deadline for the application

In order for you to be able to vote at the local and regional elections on 16 November 2021, the municipality must receive your application no later than **Friday, 1 October 2021**. You can apply for enrolment in the electoral register no earlier than 1 August 2021.

If you have not been registered with the Protocol Department of the Ministry of Foreign Affairs until **Friday, 24 September 2021** up to and including **Monday, 1 November 2021**, you are still able to apply to be enrolled in the electoral register for the local and regional elections on 16 November 2021. The application must then be received by the municipality where you have your private address no later than **Monday, 1 November 2021** at 12 o'clock.

### 4. Processing of the application

The application is processed and determined by the municipality where you have your private address.

If the information provided in the application is insufficient, the municipality will notify you accordingly and ask you for additional information.

### 5. If your application is approved

If your application for enrolment in the electoral register is approved, you will continue to be enrolled in the electoral register for as long as you are registered with the Protocol Department of the Ministry of Foreign Affairs. Therefore, you will automatically, that is without any need for further action, be enrolled in the electoral register for the next local and regional elections. It is provided that you have not in the meantime moved abroad or to the Faroe Islands or Greenland or have requested to be struck off the electoral register, see below.

If you wish to be enrolled on the electoral register for elections in Denmark to the European Parliament, you have to file a separate application. The application form is available at the municipality where you have your private address. The application can be submitted at the earliest from 1 March in the year of the election.

#### **6. Moving to a new address in the municipality or to a new municipality**

Foreign EU citizens who are either registered with the Protocol Department of the Ministry of Foreign Affairs, or whose stay in Denmark is regulated by agreements on the legal status of forces or military headquarters that Denmark has endorsed are not registered in the CPR as having taken residence in Denmark. The municipality where you have your private address will therefore not automatically be informed if you move to another address in the same municipality or move to another municipality in Denmark.

You must therefore inform the municipality if you move to a new address in the same municipality. If you move to an address in another municipality in Denmark and wish to retain your right to vote at local and regional elections without having to submit a new application, you must inform the new municipality. You must be able to prove that you have been entered in the electoral register in the municipality where you had your previous address.

#### **7. If you leave Denmark**

If you move out of Denmark, you must inform the municipality where you have been enrolled in the electoral register, so you can be struck off from the electoral register. Your move out of the country should be reported to the municipality from four weeks before and at the latest on the day of your move.

#### **8. Disenrolment from the electoral register**

You may at any time request to be struck off the electoral register. You do this by requesting the municipality where you have your private address to do so.

#### **9. Processing of personal data**

According to the General Data Protection Regulation and the Danish Data Protection Act, you have a right of access to the information registered about you. You can contact the authority which registers the information (the local authority). You can demand to have rectified any incorrect information registered about you. Please refer to the website of the municipality for contact details.