



BARCODING OF DOCUMENTS

Company Profile:

Local Authorities – countrywide in the UK

Problem Solving Profile:

Local Authorities have a legal obligation to record all the individuals in their area who are entitled to vote on a database that is the Electoral Register

- ➔ This a massive physical task involving tens of thousands of individual forms
- ➔ Voter registration forms have to be sent out to each household – the incoming responses then have to be matched to the names on the authorities database
- ➔ Confidentiality and accuracy are vital issues in this process
- ➔ Efficiency – when voters contact the authority with queries, these must be responded to accurately and quickly

Solution to Problem:

- ➔ *Printing:* Jasprint creates and prints a Voter Registration Form working from the local authorities' database that enables us to print a form for each household which is personalised with individual names and details – the form is security identified with a unique barcode number.
- ➔ On receipt of the completed forms, using the barcode, the document is scanned in to enable accurate matching to the names on the Electoral Register database. Forms are filed in polling district order to ease register checking.

Voter Registration Form 2008/2009
Don't lose your right to vote X

1. Address - Do not redirect this form
Mr A Sample
123 Sample Street
Sample Town
Sampleshire
AB4 5CD

2. Recently Moved?
If you have moved into this address within the last year, please give your previous address:
Postcode: _____ Date: _____

You are required by law to give the information asked for in this form.

3. You are entitled to register to vote if you are a British, Irish, European or qualifying Commonwealth citizen and are 18 or over (see over the page for more details).

Surname	First name and middle initials	Nationality	Jury Service exemption If you will be 70 or over on 15 October 2008 then tick here	Edited Register If you do not want to appear on the edited register then tick here	Postal Vote Enter a box to say for whom. Authorities will indicate you should return this way.

4. Are there any 16 and 17 year olds living at this address?
Young adults can vote as soon as they are 16. They should register now. Please list any 16 and 17 year olds.

Surname	First name and middle initials	Nationality	Date of Birth Day Month Year	Edited Register	Postal Vote

5. People who are not entitled to register to vote
If nobody at this address is entitled to register to vote (including you), please tick the appropriate box below and complete Part 6 before returning this form.

Property empty on 15 October All residents not entitled to vote due to their nationality. (Please give details)

Business premises Other reason (Please state why) _____

Property is a second home A holiday let only

6. Sign here before returning this form
It is an offence to give false information on this form.
I declare that as far as I know, the details on this form are true and accurate.

Signature _____ Print Name _____
Daytime phone number _____ Date _____
in the event of a query _____



Benefits are:

- ➔ Accuracy in barcode reading ensures that long numbers are read first time and accurately
- ➔ A high level of security is maintained
- ➔ Voter queries are quickly and accurately answered by reference to the scanned registration forms