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# 1 Introduction

This guide covers preparations for vote reception, how to carry out the vote reception, and how to manage votes following vote reception. It also includes more in-depth information about voting rights and postal voting, since Swedes living abroad often have questions about these matters.

You can read this guide in various instalments, depending on which stage you have reached in the election process. Hopefully, the table of contents will guide you to the relevant sections.

Chapter 3, covering “Vote reception abroad – step by step”, will provide you with a quick overview of the voting process early on.

Various chapters include answers to frequently asked questions, which we hope you will find helpful. You can easily refer to these whenever necessary.

A calendar of the election-related events that are scheduled to take place can be found here on our Election Centre website: [valcentralen.val.se/kalender](http://valcentralen.val.se/kalender). The Swedish Election Authority also publishes all information and materials related to election administration on this website.

## 2 European Elections, 9 June 2024

### 2.1 Voting from abroad

Missions abroad are responsible for all vote reception abroad. However, this can either take place on the mission abroad's own premises, or elsewhere.

Voting organised by a mission abroad constitutes advance voting. Votes are not therefore counted by missions abroad. In this guide, the term “voting place” applies to all vote reception sites abroad. Advance votes are sent to the Swedish Election Authority, which in turn forwards them to the municipalities in which the electoral districts of those entitled to vote are located. Each municipality first counts the votes received and then forwards them to the County Administrative Board for the final vote count. Vote reception at

voting places abroad is carried out in a similar way to advance voting in Sweden.

In voting places abroad, vote reception for the 2024 Elections to the European Parliament can begin on 16 May at the earliest. Each mission abroad determines the required opening times for vote reception, but must take into consideration the basis for this outlined in the Swedish Election Act: that vote reception abroad should also give voters sufficient opportunity to vote.

Vote reception needs to be completed in time for votes to reach the Swedish Election Authority no later than 8 June: the day before election day. Votes must be received by this date at the latest to enable the Swedish Election Authority to add Swedish citizens living abroad to the electoral roll.

Voting places that arrange vote reception also provide materials for postal voting (see chapter 11.1) and voting by courier (see chapter 11.2).

## **2.2 Who can vote from abroad?**

All voters who are abroad during the voting period are eligible to vote from abroad. This applies to both those living abroad on a permanent basis and those who are away temporarily. Voters can vote in advance at a voting place from 16 May, or vote by post from 25 April.

Swedish citizens who are listed in the Swedish Population Register are automatically listed on the electoral roll. EU citizens who wish to be included on the Swedish electoral roll must register to vote with a County Administrative Board no later than 30 days before election day.

Swedish citizens who have emigrated (i.e., who are living abroad) are included on the electoral roll if they emigrated within the past 10 years, or if they notify the Swedish Tax Agency – no later than 30 days before election day – that they wish to be included in the electoral roll. Swedish citizens who have never been listed in the Swedish Population Register as living in Sweden, are not eligible to vote, and cannot be added to the electoral roll.

A citizen of an EU member state who is registered as living in another EU country can choose which country's electoral roll to be

included on. They must submit a notification in accordance with the procedures of the country in question.

Individuals' voting rights are checked in Sweden. Poll clerks must never refuse someone the right to vote simply because their name is not on the electoral roll. A Swedish voter who is living abroad can be added to the electoral roll, provided that their vote is received no later than the day before election day.

To find out more about the regulations on voting rights, please see chapter 13.

## **2.3 Information for the general public**

### **2.3.1 Missions abroad and their responsibilities with regard to information**

Missions abroad must inform voters of voting place addresses and voting times via their websites, and by email and telephone, for example. They must also be able to inform voters of where to obtain postal voting materials. Other information channels that can be used to inform voters include social media, contact lists and notice boards. Information should remain available on your communication channels until after election day, since voters may even search for it after you have completed vote reception.

All missions abroad – including those that do not organise vote reception – are expected to be able to answer simpler questions about elections, including questions about voting rights and electoral rolls. Missions abroad and other voting places can also refer voters to the Swedish Election Authority's website, [www.val.se](http://www.val.se). Information is available here in several languages other than Swedish.

If voters ask more complex questions, poll clerks can refer them to the Swedish Election Authority. Contact details are available at the end of this guide.

Municipalities can choose to hold a municipal referendum in connection with the elections. Information about municipal referendums in connection with the elections can be found on the Swedish Election Authority's website. If voters have questions relating to a specific municipal referendum, a mission abroad should refer them to the municipality in question.

### **2.3.2 The Swedish Election Authority's responsibilities with regard to information**

The Swedish Election Authority's website, [val.se](http://val.se), provides information about voting from abroad, including specific information that is relevant to Swedish citizens living abroad. For example, the website provides contact details for voting places abroad and information about where to obtain postal voting materials. On [val.se](http://val.se), you can also download our fact sheet "How to vote", which is available in several languages. Missions abroad and other voting places are welcome to print out or recommend these information materials.

The Swedish Election Authority runs awareness campaigns aimed specifically at Swedish citizens living abroad, sailors and other voters who will be outside Sweden at election time.

The Swedish Election Authority provides a package of election materials to each mission abroad. This includes posters that can be displayed at missions abroad and other voting places, for voters to look at before and during vote reception. These are also available for printing out on our Election Centre website: [valcentralen.val.se](http://valcentralen.val.se).

Once the elections have been completed, the results are presented on the Swedish Election Authority's website, [val.se](http://val.se).

### **2.3.3 Supplementary materials and additional information**

In addition to this guide, the Swedish Election Authority sends missions abroad newsletters containing important and current information. These are available via our Election Centre website: [valcentralen.val.se](http://valcentralen.val.se). This website also provides access to forms, daily reports, address cards, statistics from previous elections and more.

An interactive training course is currently being developed by the Swedish Ministry for Foreign Affairs and the Swedish Election Authority. The training will be compulsory for all poll clerks. The head of each mission abroad is responsible for ensuring that all poll clerks have been trained before vote reception begins.

The course is expected to be ready in February 2024. It will primarily be available through the Government Offices of Sweden's network, and via the professional development portal "Kompetensportalen".



Poll clerks outside the network will also have access to the training course. If you have questions about access to the training course, please contact the Consular Affairs and Civil Law Department (“KC”) at the Swedish Ministry for Foreign Affairs.

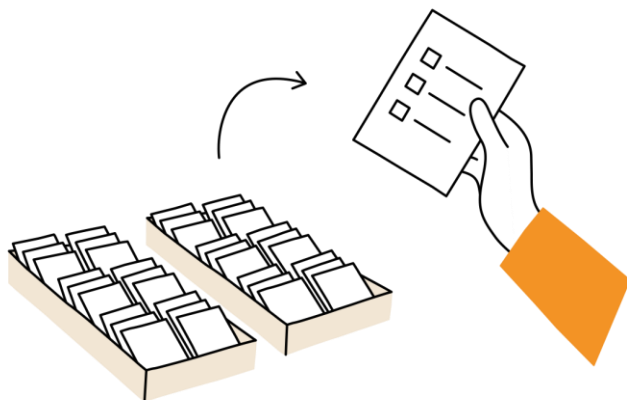
### 3 Vote reception abroad - step by step

#### Regulations

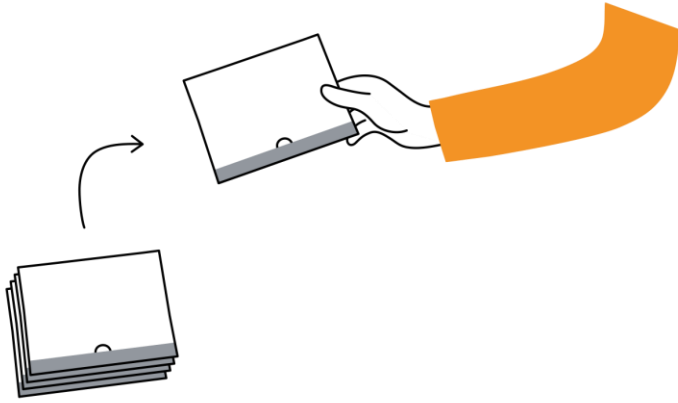
The general voting regulations are specified in Chapter 7 of the Swedish Elections Act (2005:837). The general regulations on vote reception are specified in Chapter 8 of the Swedish Elections Act. The regulations regarding vote reception in voting places are specified in Chapter 10 of the Swedish Elections Act. The regulations on voting cards are specified in Chapter 5, Section 10 of the Swedish Elections Act (2005:837); Section 16 of the Election Ordinance (2005:874); and Section 5 of the Swedish Election Authority’s regulations (VALFS 2019:1) regarding the Election Ordinance, and the annexe to these regulations.

The legislation is available on our Election Centre website, [valcentralen.val.se](http://valcentralen.val.se).

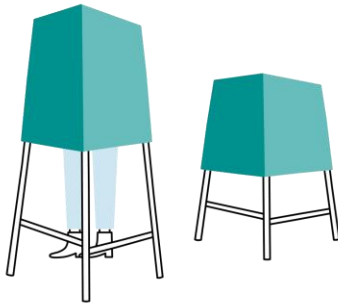
1. The voter should be alone when selecting their ballot paper. The place where the voter selects their ballot paper must provide sufficient privacy to ensure they can make their choice without revealing how they intend to vote.



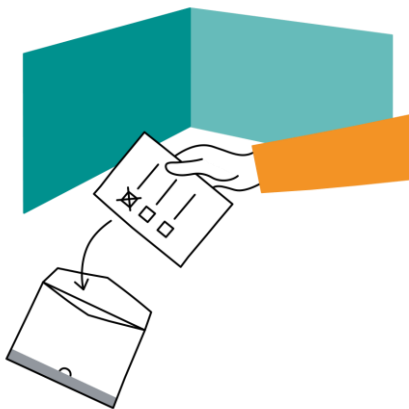
2. The voter takes a ballot envelope.



3. The voter then goes behind a screen alone to prepare their vote. Voters can protect their voter secrecy on their way from the ballot selection area and the voting screen, by covering their ballot paper with their voting card, or by holding it against their body under a ballot envelope.

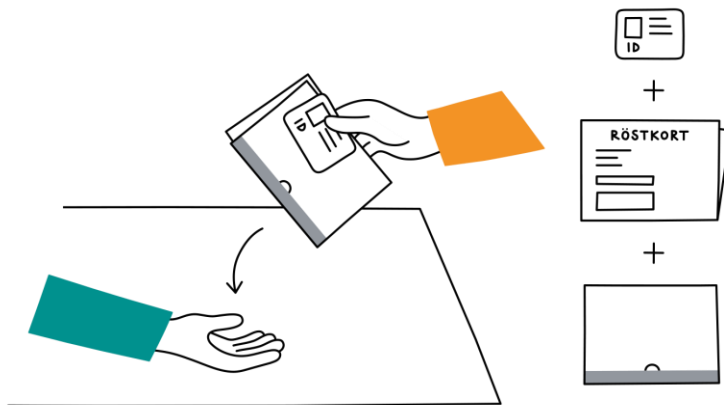


Voters vote primarily for a party, but can also vote for a specific candidate representing that party (see chapter 9). The voter places their ballot paper in a ballot envelope and seals it.



As a poll clerk, you must offer to help voters who need assistance due to disability. Inform them that you have a duty of secrecy and are not allowed to tell anyone how they have voted. Voters are also permitted to accept help from another party, such as a relative or friend. Voters can choose who to get help from. An identity check is not required for a person who assists a voter. This is the only circumstance in which two people can be behind the voting screen or in the ballot paper selection area at the same time.

4. The voter then gives their ballot envelope, voting card and proof of identity document to a poll clerk. If a voter does not have a voting card, please see point 6 for information about what to do. See the next point for information about what to do if a voter does not have a proof of identity document.



Check the voter's identity and make a note of how you verified it on the voter list.

- If the voter has provided a valid proof of identity document, put an “x” in the ID box. Swedish passports and ID cards, as well as local official identity documents serve as proof of identity. A proof of identity document must be genuine and currently valid. It must also include a photo that is a good likeness of the voter. An identity document should generally be accepted unless there are grounds to question its validity.  
As a poll clerk, you are responsible for assessing whether a voter has proved their identity.
- Put an “x” in the box at the bottom labelled “känd” (“known”) if the voter has proved their identity through being known to you as a poll clerk.

Väljarens eller budets identitet har styrkts	
<input type="checkbox"/>	känd
<input checked="" type="checkbox"/>	leg
.....	

**Note**

On the Election Centre website, you can read about the Swedish Election Authority's position on matters such as identity checks during vote reception (in Swedish).

- Put an “x” in the box at the bottom if someone else has certified the voter’s identity. The certifier must be able to show a proof of identity document, but does not need to have a Swedish personal identity number. Make a note of the person's personal identity number or date of birth on the dotted line next to the box.

Väljarens eller budets identitet har styrkts	
<input type="checkbox"/>	känd
<input checked="" type="checkbox"/>	leg
	810406-2388

NOTE: A voter who cannot prove their identity in any of these ways is not allowed to vote.

5. If the voter does not have their voting card with them, as a poll clerk you should:
  - Print out a duplicate voting card from Valid if possible (find out more about Valid in the next chapter). You should do the same, whenever possible, if the voter has an expatriate voting card with them.
  - If a duplicate voting card cannot be printed and the voter does not have a voting card or expatriate voting card, you must fill in the voter's details on an address card. Individuals' voting rights are checked in Sweden, so you should never refuse someone to vote.

Please write clearly on the address card. Remember to fill in all 10 digits of the individual's Swedish personal identity number in the correct order: i.e. the year, month and day of birth, followed by the last four digits (YYMMDD-NNNN).

You can choose to fill in an address card on your computer and then print it out to avoid illegible handwriting. A correct personal identity number is needed for checks to be carried out in Sweden to confirm whether a voter is on the electoral roll or needs to be added to it, and to establish which election committee should count their vote.

If the digits are incorrect or in the wrong order, it may not be possible to count the individual's vote.

## Adresskort

Detta adresskort används i det fall en väljare saknar sitt eget röstkort och utlänkningsmyndigheten inte kan skicka ut ett dubbelröstkort från valdatabssystemet. Har väljaren sitt eget röstkort ska det alltid användas.

Se till att dessa uppgifter syns i fönstret på kuvertet →

Name	
Förnamn Efternamn	
Fullständig svenskt personnummer	
Av	Mån Dag Nummer
A.A.M.M.D.D.N.N.N.N	

VAL 10006 03

6. As a poll clerk, you must check that each vote envelope contains a single unfolded ballot paper, is closed (it is sufficient for the flap to be folded in) and has no markings on it.

If a voter has prepared a ballot envelope incorrectly, they must be given the opportunity to do it again. Give the ballot envelope back to the voter.

7. As a poll clerk, you must then enter the following details on the voter list:

- voter's name
- voter's electoral roll number (this is stated on the voting card or duplicate voting card)
- signature of the poll clerk
- the current date

### VÄLJARFÖRTECKNING

Röstningslokal				
Ambassaden i Oslo				
Alternativ R fylls i om väljaren lämnat sitt röstkort.	Datum D/M AA	Nr 2618741	Namn Förnamn Efternamn	2618741
Sign A	Nummer i röstlängden 14   89   0716   1234	Väljarens eller budets identitet har styrkts <input checked="" type="checkbox"/> känd <input type="checkbox"/> lag		
Personnummer (födelseår, mån.-dag.-nr)				
Kliträs på fönsterkuvertet				

If a voter has an expatriate voting card or address card which does not state their electoral roll number:

- note the voter's personal identity number on the voter list

VÄLJARFÖRTECKNING

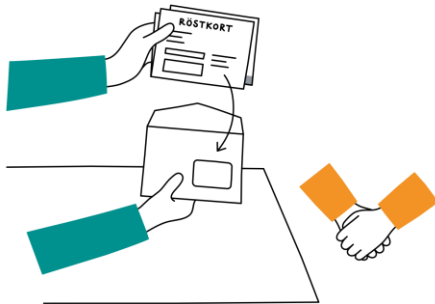
Röstningslokal <i>Ambassaden i Oslo</i>				
Alternativ R fills i om väljaren lämnat sitt röstkort.	Datum	Nr 2618741	Namn <i>Förnamn Efternamn</i>	
	R	Nummer i röstlängden		Väljarens eller budets identitet har styrkts
	Sign	<i>R</i>	<i>A</i>	Personnummer (födselsk., mån., -dag, -år) <i>AAMMDD-NNNN</i>
			<input checked="" type="checkbox"/>	känd leg
	Datum	Nr	Namn	
	R	Nummer i röstlängden		Väljarens eller budets identitet har styrkts
Alternativ A fills i om adresskort upprättats.	Sign	A	Personnummer (födselsk., mån., -dag, -år)	
	Datum	Nr	Namn	
		2618743		

2618741  
Klistras på  
fönsterkuvertet

2618742  
Klistras på  
fönsterkuvertet

2618743

8. As a poll clerk, you must place the voter's ballot envelope and voting card or address card in a window envelope for advance voting, in the presence of the voter. Note: The voter's full electoral roll number (if they have a voting card or duplicate voting card) or personal identity number (if they have an expatriate voting card or address card) must be visible in the window. (See illustration below)
9. The window envelope must then be sealed.



10. As a poll clerk, you then remove the self-adhesive label next to the voter's name on the voter list, and stick it onto the front of the window envelope, in the upper left-hand corner.

2618741	
Lokalens nr.	Löpnr.

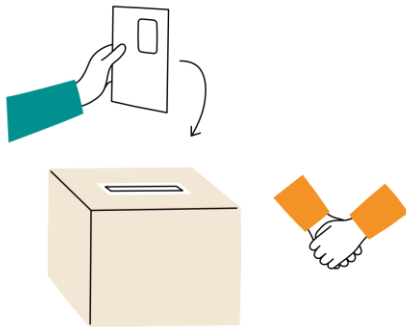
**FÖNSTERKUVERT  
för förtidsröst**

DITT NUMMER I RÖSTLÄNDEDEN

14	89	0716	1234
----	----	------	------

Simmenås/Arten/Kvamabo 16  
Valnämnden i Alingsås kommun  
Box 480  
SE-441 93 ALINGSÅS

11. Finally, you place the advance vote into a ballot box, in the presence of the voter.



Now the voter has voted!

### 3.1 Answers to frequently asked questions about vote reception

- I can't find the voter in Valid. Should I fill in an address card?

Answer: Yes, voting rights are checked in Sweden. The individual could be a Swedish citizen living abroad who is no longer on the electoral roll, in which case a vote received from them is regarded as a submitted notification of registration to the electoral roll.

- Is someone who has a coordination number allowed vote?

Answer: No. A voter must have been listed in the Swedish Population Register at some point (as living in Sweden) to be issued a personal identity number and added to the electoral roll. It is not sufficient just to have Swedish citizenship.

- As a poll clerk, should I enter my personal identity number in the voter list?

Answer: No. Just write your signature in the box marked "Sign".

- Can I start a new voter list the next time we carry out vote reception?

Answer: Yes, that's fine. It can be beneficial if you receive a lot of votes, to avoid numbers being mixed up.

- Can we fill out an address card if the voter doesn't remember their personal identity number?

Answer: No, their whole personal identity number is required. Otherwise, their vote might not be accepted.

## 4 Valid

Valid is the Swedish Election Authority's IT system for election support.

Poll clerks perform the following tasks in Valid:

- search the electoral roll to answer individuals' questions about voting rights
- print out duplicate voting cards

Someone at the mission abroad will need to be responsible for administering authorisations in Valid during vote reception. This person is responsible for administering authorisations for poll clerks who need to be able to search the electoral roll and print out duplicate voting cards.

The Consular Affairs and Civil Law Department at Sweden's Ministry for Foreign Affairs will issue instructions on how the mission abroad should register the authorisations administrator.

The authorisations administrator should read through the following manuals, which are available on the Election Centre website:

- Getting started with Valid – for administrators at missions abroad
- Administration of users and authorisations in Valid – for missions abroad

System access for poll clerks who are only required to search the electoral roll and print out duplicate voting cards, and thus do not need to administer authorisations, is managed locally by the authorisations administrator at the mission abroad. The administrator registers the user and assigns them the role of “RKB”, authorising them to print voting cards, in accordance with the instructions in the manual.

Those who have been assigned the RKB role as outlined above need to read the following manuals:

- Getting started with Valid – for poll clerks at missions abroad
- Manual for printing out duplicate voting cards.

Manuals for handling authorisations in Valid can be found on our Election Centre website. It is a good idea to familiarise yourself with



the system and make sure you have access well before vote reception begins.

## 5 Training and appointment of poll clerks

### Regulations

The regulations on training and appointment of poll clerks are stated in Chapter 3, Sections 5 and 6, of the Swedish Elections Act (2005:837).

The legislation is available on our Election Centre website.

Each voting place must have a sufficient number of poll clerks to ensure that vote reception can be conducted. At least two poll clerks must always be present in the voting place.

The poll clerks are responsible for ensuring that voting is carried out properly, and for keeping order in the voting place. The presence of at least two poll clerks at all times provides a control function that helps to raise the levels of security and confidence in the electoral process.

In practice, three or more poll clerks may need to be appointed to ensure that two can always be present – even during breaks, for example. In other words, there must be enough poll clerks to ensure that vote reception activities can be carried out effectively.

Poll clerks can only be appointed after completing the compulsory training course. Poll clerks working at a mission abroad, or another voting place outside Sweden, are appointed by the head of the mission in question.

The training includes the following:

- Reading this guide. (This guide is also available in Swedish.)
- Taking the interactive online training course, which includes test questions. (This training course is available in English and Swedish.) Sweden's Ministry for Foreign Affairs may conduct follow-up checks to ensure that all poll clerks have completed the compulsory training course.

- Reviewing all election material that the Swedish Election Authority has provided to the mission abroad. Looking at the election materials available for printing on our Election Centre website.
- Learning about local routines and regulations.
- Logging in to Valid to become familiar with the system.

The training can also be complemented with the following activities:

- Reading the Swedish Election Authority's newsletter, which is on our Election Centre website (in Swedish).
- Watching the training films about advance voting in Sweden (in Swedish). Advance voting in Sweden is not carried out in exactly the same way as vote reception at voting places abroad, but the procedures are broadly similar. The films provide useful tips for poll clerks on organising and furnishing a voting place, for example.
- Reading information about elections on the Swedish Election Authority's website.
- Reading the Swedish Election Authority's position statements on our Election Centre website. These position statements (in Swedish) provide guidance to the electoral administration and include an account of the authority's views on legal matters.

## 6 Voting cards

### Regulations

The regulations on voting cards are set out in Chapter 5, Section 8-10 of the Swedish Elections Act (2005:837); Section 16 of the Election Ordinance (2005:874); and Section 5 of the Swedish Election Authority's regulations (VALFS 2019:1) in connection with the Election Ordinance.

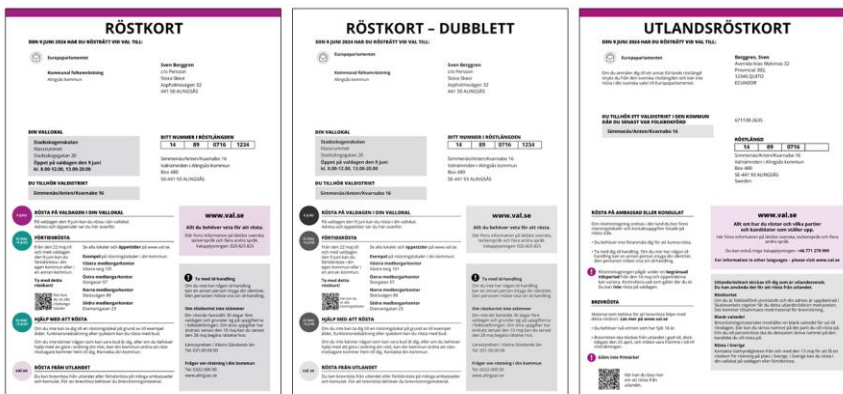
The legislation is available on our Election Centre website.

This chapter describes the three types of voting cards and the differences between them. Poll clerks need to be able to print out duplicate voting cards from Valid.

Voting cards are sent to voters who are listed in the Swedish Population Register. Each voter's electoral roll number is printed on their card. However, an expatriate voting card does not include the voter's electoral roll number, since this kind of card is issued before the electoral roll is finalised. A duplicate voting card is a copy of a voting card.

A Swedish voting card or duplicate voting card should be used for vote reception if possible, since these include the holder's full electoral roll number. This number makes it easier to check a card holder's eligibility to vote, and to tick off their name in the electoral roll – which in turn helps to ensure secure and effective vote processing by the Swedish Election Authority and Sweden's municipalities.

An expatriate voting card can be used as a secondary option. The voter's electoral roll number will then be added when their vote is received by the municipality in which they are registered.



If no type of voting card is available, poll clerks can fill in an address card as a last resort. This may be necessary if it is not possible to print out a duplicate voting card due to internet connection problems, for example.

To vote in Swedish elections from abroad, a duplicate or expatriate voting card is not required. All voters who can prove their identity must be given the opportunity to vote.

Missions abroad, municipalities, county administrative boards, the Swedish election information service (“Valupplysningen”) and the Swedish Election Authority can print out duplicate voting cards via Valid from 13 May. They can then also email duplicate voting cards to voters. If staff at a mission abroad cannot access Valid, they can refer

the voter to the Swedish election information service. Only voters who are on the electoral roll can be issued with a duplicate voting card.

Swedish citizens living abroad are entitled to vote in advance in Sweden if they prefer, as long as they are on the electoral roll. To do this, they need to request a duplicate voting card. A Swedish citizen living abroad who is no longer on the electoral roll cannot vote in Sweden. For more information, please see chapter 13.

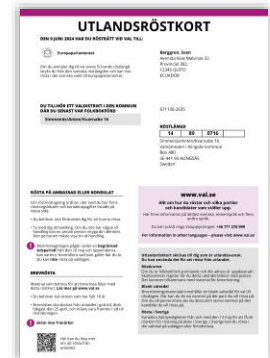
## 6.1 Expatriate voting cards

From the beginning of April, the Swedish Election Authority sends expatriate voting cards to all Swedish citizens living abroad who are entitled to vote. The Swedish Election Authority retrieves voters' names and addresses from the Swedish Population Register about 75 days before election day. If a Swedish citizen living abroad wants to remain on the electoral roll, every 10 years they must notify the Swedish Tax Agency of any change of address, or that they wish to stay included.

An expatriate voting card states the voter's name, their right to vote, and the electoral district in the Swedish municipality where they were last registered. An expatriate voting card does not state the voter's electoral roll number. This is because electoral roll numbers are only assigned when the electoral roll is finalised 30 days before election day.

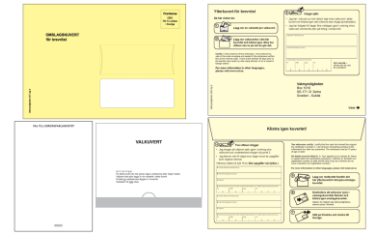
Since expatriate voting cards are issued before the electoral roll is determined on the qualification date, the voting rights stated on these voting cards are also provisional and may be subject to change. When a person who is entitled to vote is added to another EU country's electoral roll for an EU election, for example, they are then removed from the Swedish electoral roll in connection with the qualification date. Another example is when an individual's 10-year period of voting entitlement expires after the voting cards have been printed and the electoral roll has been determined.

Expatriate voting cards also include details of voting places in the voter's country of residence. However, visiting addresses and opening hours for vote reception are not stated on them. Voters should check the website of the relevant mission abroad for these details instead, or contact the mission directly. Information on voting places and



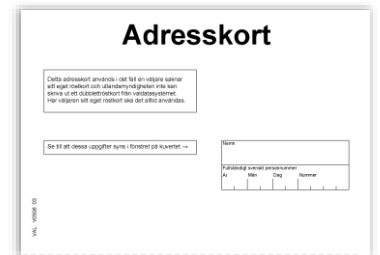
ordering of postal voting materials is available on the Swedish Election Authority's website, val.se.

Swedish citizens living abroad should receive their expatriate voting cards by 25 April, which is the first postal voting date. The materials needed for postal voting (a white blank ballot for the Elections to the European Parliament, a vote envelope, an outer envelope and a cover window envelope) are sent with the expatriate voting card.



## 6.2 Address cards

An address card can be used for voting if a voter does not have a Swedish or expatriate voting card and the poll clerk cannot print out a duplicate voting card. The poll clerk fills in the name and personal identity number of the voter (all 10 digits are required) on the address card.



An address card is included in the package of materials that a mission abroad can order from the Swedish Election Agency. The address card is also available as a fillable PDF on our Election Centre website and can be printed or copied if necessary.

## 6.3 Answers to frequently asked questions

- Does the expatriate voting card show a provisional right to vote?

Answer: Yes, that's right. Expatriate voting cards are sent out before the electoral roll is determined in order to reach voters all over the world. The electoral roll is determined 30 days before election day. A voter may also be removed from the electoral roll later than this if the Swedish Election Authority is informed that they are on another EU country's electoral roll.

- Can we use expatriate voting cards during vote reception?

Answer: Yes, the municipality's election committee adds the electoral roll number when it receives the vote.

## 7 Election materials

Election materials are products required for vote reception or postal voting. The Swedish Election Authority will send the materials to missions abroad during March-April 2024. The Ministry for Foreign

Affairs' courier provides help in sending the materials to some missions abroad.

The mission abroad should open the package and check the election materials immediately on receipt. It is important to contact the Swedish Election Authority immediately if something is missing or damaged, or if additional materials are needed. The time frames are particularly tight before Elections to the European Parliament, since the named ballot papers that must be placed out during vote reception will be printed close to the start of vote reception.

The following election materials must be available throughout the vote reception period:

- Vote envelopes (small grey/white envelopes, approx. C6). Voters place their ballot papers in these envelopes.
- Advance voting window envelopes (403, edition 3).

White C5 envelopes. These will hold the ballot envelope containing voters' ballot paper, as well as a voting card or expatriate voting card, duplicate voting card or address card.



- Voter lists (“Väljarförteckning”) (509, edition 2). Used to record the details of those who have voted.
- Daily reports; missions abroad (dagrapport utland) (325, edition 1). Used to document daily vote reception data. Available for printing on the Election Centre website, [valcentralen.val.se](http://valcentralen.val.se).
- Address cards (506, edition 3). Available for printing on the Election Centre website.
- Ballot papers
- Postal voting kits
- Courier voting kits
- Swedish Elections Act (2005:837) and Election Ordinance (2005:874). Available for printing on the Election Centre website.

Leftover materials from previous elections that can be used in the 2024 elections:

- Ballot envelopes (small grey/white small envelopes, approx. C6)
- Voter lists (509, edition 2)
- Address cards (506, edition 3)

Keep envelopes in sealed boxes to prevent the adhesive from drying out. Check that the adhesive on the envelopes still works. If it doesn't work, discard the envelopes. The small ballot envelopes can still be used even if the adhesive no longer works. It is sufficient to fold in the flap in order for the ballots to be considered properly prepared.

Leftover materials that are not listed above should not be used for the 2024 elections.

## **7.1 If election materials run out**

If a mission abroad's election materials run out at the beginning of the voting period, it can order more from the Swedish Election Authority. If it is too late for additional materials to arrive in time, please consult the Swedish Election Authority so we can work out a solution.

If the postal voting packages run out, you can advise the voter to order a postal voting package directly from the Swedish Election Authority instead. It may also be a good idea to contact a nearby voting place that has postal voting materials, as the postal service from Sweden might be slower.

## **7.2 Election materials in readiness for extraordinary elections or re-elections**

Materials that missions abroad have been asked to save should be kept in readiness until further notice from the Swedish Election Authority. However, a check needs to be made that the adhesive on the envelopes still works. If the adhesive no longer works, the envelopes can be destroyed.

The following items should be kept in readiness:

- Ballot envelopes
- Ballot papers for elections to the Riksdag (blank yellow ballots and party ballot papers)
- window envelopes
- voter lists
- address cards
- cover window envelopes for postal voting
- outer envelopes for postal voting
- outer envelopes for voting by courier

### 7.3 Graphic profile and posters

The election authority has products that can be used to provide information in voting places and draw attention to the elections. (These are available in English and Swedish.) These products, and instructions for use, are available to download from our Election Centre website, [valcentralen.val.se](http://valcentralen.val.se).

The election materials package available from the Swedish Election Authority includes posters. The posters can also be printed out from our Election Centre website, as full size as well as step by step posters for each station at the vote reception.



### 7.4 Handling and storage of election materials

Election materials must be stored securely. The materials need to be protected from unforeseen events (such as fires or flooding) and from possible antagonistic attacks such as arson, theft, manipulation or disinformation. The consequences of any such impact on the materials depends on the timing and extent of the event in question. The closer to the election it occurs, the harder it will be to replace lost or damaged material.

Measures to reduce risks include effective fire protection on the premises; mechanical protection; shell protection, including alarms connected to an alarm centre; and access control (e.g. an entry card system) to prevent unauthorised entry. Ensure that procedures are in place and that there is a way to replace lost or destroyed materials. The consequences of any impact on election materials can vary, but



insufficient protection may ultimately lead to a loss of confidence in the electoral process or a negative impact on the conduct of elections.

## 8 Ballot papers

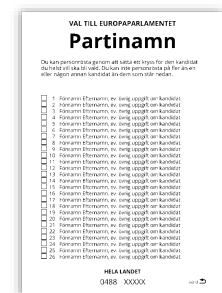
### Regulations

The regulations regarding ballot papers are stated in Chapter 6, Section 1 of the Swedish Elections Act (2005:837). The regulations on voter access to ballot papers and the right of political parties to issue ballot papers are stated in Chapter 8, Section 2 of the Swedish Elections Act.

The legislation is available on our Election Centre website.

In all places where voters can vote in the Elections to the European Parliament, poll clerks must set out named ballot papers (ballot papers indicating election type, party designation and candidates) for the following parties:

- the Swedish Social Democratic Party (“Arbetarepartiet-Socialdemokraterna”)
- the Centre Party (“Centerpartiet”)
- the Christian Democrats (“Kristdemokraterna”)
- the Liberals (formerly the People's Party) (“Liberalerna (tidigare Folkpartiet)”)
- the Swedish Green Party (“Miljöpartiet de gröna”)
- the Moderate Party (“Moderaterna”)
- Piratpartiet (the Pirate Party)
- the Sweden Democrats (“Sverigedemokraterna”)
- the Left Party (“Vänsterpartiet”)
- ρ ρ δ



These parties have received more than 1% of the votes for the whole country in at least one of the last two elections to the European



Authority's website [www.val.se](http://www.val.se), you can find details of all the participating parties.

## 8.2 Municipal referendums

### Regulations

Regulations on municipal referendums are stated in Swedish legislation (1994:692) on municipal referendums.

Some municipalities may hold municipal referendums on the same day as an election. Municipalities must decide on this matter at least three months before election day.

Ballot papers for municipal referendums must have a different colour to the ballot papers for the 2024 elections.

If a voter comes to a voting place with a municipal referendum ballot paper, poll clerks must provide a ballot envelope so that the voter can also vote in the referendum.

The ballot envelope for the municipal referendum must be placed in the same window envelope as the voter's vote envelope for the European Elections.

Certain information about municipal referendums is available on the Swedish Election Authority's website. However, if voters have questions about a specific municipal referendum, the mission abroad should refer them to the municipality in question.

## 9 Personal voting and consent

### Regulations

The regulations on personal votes (votes for specific candidates) are stated in Chapter 7, Section 2 of the Swedish Elections Act (2005:837). The regulations on registration of candidates are stated in Chapter 2 of the Swedish Elections Act.

The legislation is available on our Election Centre website.

If voters want a particular candidate to be elected, they can specify that candidate on their ballot paper.

Voters may only specify one candidate. Personal voting gives voters the opportunity to influence the ranking of party candidates. Votes for specific candidates represent the biggest factor in determining which candidates are subsequently elected to office. No candidate is guaranteed to be elected on the basis of their placement on a ballot paper.

The candidates that a voter can specify are determined according to which candidates the party has registered. By registering its candidates, a party controls its candidate list, and voters can only vote for the candidates listed on the ballot paper. If a party has not registered its candidates, a voter can cast a personal vote by adding the name of any party candidate who has agreed to stand. Named ballot papers provide instructions on how to specify a candidate.

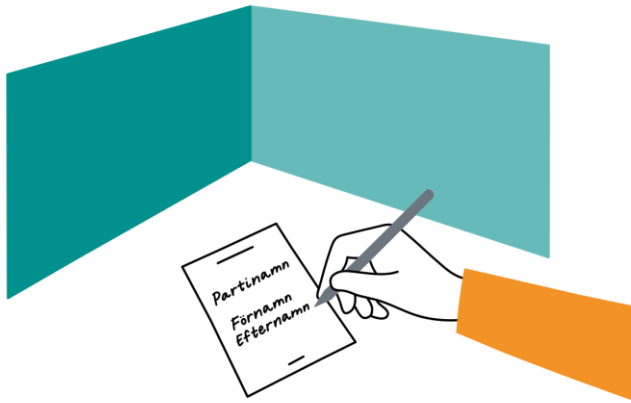
## 9.1 Voters can vote for a specific candidate in four different ways

1. By putting an “x” in the box for a candidate



Voters can mark the box by their preferred candidate’s name on their named ballot paper. For a ballot to be counted as a personal vote, the voter must put an “x” in one of the boxes, even if the name of their preferred candidate is at the top of the list. Crossing out the name of a candidate is of no consequence.

2. By writing the name of the party and candidate on a blank ballot paper



Voters can cast a personal vote by stating both the name of a party and their preferred candidate on a blank ballot paper.

Voters must be informed that it is possible to use blank ballot papers if other ballot papers are not available.

3. By adding their preferred candidate's name to a party ballot paper

The voter writes the name of their preferred candidate on a party ballot paper. Party ballots are not common in Elections to the European parliament.

4. By writing a candidate's name on a named ballot paper

A voter can cast a personal vote for a candidate who is not listed on a named ballot paper – as long as the party has not registered its candidates. The voter writes the name of their preferred candidate on a named ballot paper. It will be stated on the ballot paper whether or not another candidate's name can be added.

All candidates must consent to candidacy in order to be elected. Candidates who are not registered must consent at least two days before election day.

Information about participating parties, candidates and consent will be available on the Swedish Election Authority's website. Further information about the rules for personal voting is also available on our website. If poll clerks cannot answer questions about personal voting, voters or poll clerks are welcome to contact the Swedish Election Authority.

# 10 Voter secrecy and order during vote reception

## Regulations

The regulations on voter secrecy are stated in Chapter 3, Section 1 of Sweden's Instrument of Government (1974:152), and the regulations on order in voting places are stated in Chapter 8, Sections 3-5 of the Swedish Elections Act (2005:837).

The legislation is available on our Election Centre website.

Voter secrecy is a principle that is central to our democracy and the Swedish electoral system. Measures such as privacy when preparing votes, and good queue management, protect voter secrecy and strengthen confidence in the Swedish electoral system.

Well-functioning and carefully planned procedures to maintain order during vote reception and subsequent processing contribute to a secure experience that inspires confidence.

The election authority has produced an information sheet on voter secrecy. This is available in several languages on our Election Centre website.

## 10.1 Furnishing of the voting place

The furnishing of voting places is important in order to ensure the smooth flow of voters and protect voter secrecy.

A mission abroad decides itself on an appropriate solution for screened areas and placement of ballot papers, but the following must be taken into account:

- The voter must have the opportunity to be alone and select ballot papers in secrecy. The ballot paper selection area must be adjacent to the vote reception area, or elsewhere inside the voting place, but not right next to the poll clerks. The ballot paper selection area must be screened to ensure voter secrecy. The screening must provide effective privacy without reducing accessibility. When planning the placement of screened areas, consider the location of windows and the movement of voters and staff in the venue. The voter should

not feel observed and no one should be able to see which ballot papers they select. The voter should be alone behind the screen unless they need help in taking their ballot papers.

- Voters must have the opportunity to prepare their votes in secrecy. If the mission abroad does not have its own polling booths or screens, it might be able to borrow some from the election authority in the country in question. A separate room can also be provided to enable voters to prepare their votes in secrecy. Only one voter should be behind the voting screen at one time. A poll clerk must assist voters who need help in preparing their ballots. Voters are also permitted to accept help from another party, such as a relative or friend.
- Voting place furnishing arrangements must meet the applicable physical accessibility requirements. Please refer to the checklist provided by the Swedish Agency for Participation (“Myndigheten för delaktighet”). The checklist is available on the agency’s website: [www.mfd.se](http://www.mfd.se)
- Since the ballot papers are set out in a screened-off area, it may be difficult to detect deliberate manipulation of them. It may be a good idea not to lay out all ballot papers at once, but to restock as necessary instead. Poll clerks must share responsibility for keeping ballot papers in order and managing queues. Poll clerks should check the ballot papers continuously, and rearrange or restock them if necessary before the next voter arrives.

It is a good idea to establish routines for carrying out tasks and reporting incidents. There should be procedures for restocking ballot papers without compromising voter secrecy. The daily report for voting places abroad can be used to record incidents.

- Ballot envelopes can either be handed out by poll clerks or picked up by voters themselves. If voters receive their ballot envelopes before selecting any ballot papers, there is a risk that they will start preparing their votes in the ballot paper area. If ballot envelopes are left out for voters to select themselves, it's a good idea not to lay out all the envelopes from the start.

- There should be a vote collection box into which a poll clerk places the window envelopes with the received votes. The Swedish Election Authority recommends that the vote collection box has a lid with a slot for the window envelopes, and that the vote collection box is locked or sealed. The vote collection box can also be anchored to make it more difficult for someone to take it away with them.

If a box with a slot is not available, use a box with a lid, and ensure that it is only opened when poll clerks put in ballot envelopes.

The poll clerks must check that the vote collection box is empty before vote reception starts.

The vote reception is public. If practicable, the public should therefore be allowed to watch the vote reception process. Review the arrangement of the premises to ensure that there is room for spectators, order is not disturbed in the voting place, and voter secrecy is protected.

Filming and photography are allowed in voting places, as long as these activities do not interfere with vote reception or compromise voter secrecy.

#### Note

Find out more in our position statement on spectators, photography and filming at voting places and during vote counting (in Swedish).

## 10.2 Answers to frequently asked questions:

- We want to buy materials/furniture for vote reception, such as ballot paper stands, voting screens, and ballot boxes. Where can we look for these items?

Answer: The Swedish Election Authority does not stock this type of product. Our advice is to contact the local election administration in the country in question about borrowing these items, or to ask them about their suppliers. Alternatively, contact other missions abroad to see how they have solved this issue.

## 10.3 Propaganda

The voting place must be a value-neutral location where the voter does not encounter any propaganda (i.e. information or messages intended to influence how they vote). There must be no propaganda in, or in connection to, a voting place.



Poll clerks must not wear clothes bearing party symbols or political messages. There must be no brochures or other publications containing political messages in a voting place.

Discussions about party politics and similar matters must be conducted away from the premises.

## **10.4 Safety and security at voting places**

There may be a risk of the voting place being subjected to deliberate attacks such as arson, theft, vandalism or disinformation. Both threats of attack and actual attacks can affect the usability of the premises.

If a voting place cannot be used for vote reception, and no alternative venue is available, this can jeopardise vote reception, the conduction of elections, and confidence in the electoral process.

When planning vote reception and the layout of voting places, potential threats and the need for protective measures should be identified. A separate/individual assessment of safety in and around all voting premises is recommended, regardless of whether they are a mission abroad's own, or external premises. By developing procedures adapted to each respective voting place, with an outline of different scenarios, options and who is responsible for what, the protection of election performance is strengthened, for example in the event of an interruption in vote reception.

Please also assess whether there may be any reason and need to inform some of the national safety authorities about the voting period and which premises will be used for vote reception.

## **10.5 Responsibilities of poll clerks**

Poll clerks are responsible for order in and around the voting place. All voters must be able to choose freely who to vote for, and it is vital for poll clerks to treat all voters equally. As a poll clerk, you may be asked to help some voters to prepare their votes. You have a duty of secrecy and are not permitted to reveal how someone votes.

Poll clerks have a range of responsibilities in addition to vote reception:

- Poll clerks must prepare the voting place for vote reception before opening. The name of the voting place must be filled in at the top of each voter list, for example: “Swedish Embassy in Oslo” or “The Swedish School in London”.
- Voting clerks are responsible for ensuring that ballot papers are properly arranged and restocked during the day if necessary. They must also ensure that party ballot papers for all entitled parties are set out. Party ballot papers should be arranged in a uniform manner, preferably in alphabetical order. Blank ballot papers should be clearly visible.
- Poll clerks are responsible for ensuring order during vote reception. For example, poll clerks need to be aware of the procedure to follow if a threatening situation should arise at a voting place; how to take a decision on suspending vote reception temporarily; in which situations security guards or the Swedish Police should be contacted; and how to report incidents.
- If a voter or other individual in or near a voting place does not comply with the poll clerks’ instructions to ensure that vote reception can take place, as a poll clerk, you can ask them to leave the premises temporarily. You might need to instruct someone to join the queue or wait for a voting booth to become available, for example. However, you must not intervene physically.

### Note

It is a crime to deliberately try to prevent voting, distort election results, or influence voting in any other improper way.

An individual should only be requested to leave the premises in exceptional circumstances, as a last-resort measure to avoid interrupting vote reception. The voter may return to vote on a later occasion. The event must be documented in the daily report.

- Poll clerks are responsible for emptying ballot boxes when vote reception has closed for the day. It is particularly important to safeguard advance votes, since they include voting cards and identity data in addition to ballot papers. This means that the votes received must be kept securely. Read more in section 10.7

Clear procedures for the management of advance voting and the presence of at least two people at all stages of the process increase security in the conduction of elections. The Swedish Election Authority recommends that advance votes are counted jointly at the

end of each day by the staff who are present, and once again before they are forwarded to the Swedish Election Authority.

- If you handle leftover expatriate voting cards (for example, if a voter brings one with them but you also print a duplicate voting card) or other material with personal data, it is important to destroy these in a secure way.
- The number of votes received per day is recorded in the daily report for vote reception, and the number of votes sent to the Swedish Election Authority is recorded in the form for advance votes sent from abroad.

Save the daily reports at the mission abroad as a basis for follow-up after the elections and planning for the next election.

## **10.6 Queue management**

If large numbers of voters are expected to visit the voting place, it is important to plan the furnishing of the premises so as to avoid queues for voting booths or ballot paper selection. Voters should not feel they are being observed – either when selecting ballot papers or at their voting booth. At the same time, poll clerks must continuously check that voters are alone at these moments. Queues outside the voting premises must also be planned for and managed in order to maintain security.

It is a good idea to put up the poster “Förtidsrösta i utlandet – Så här går det till in areas where queues are expected, ensuring that it is clearly visible to voters.

Try to ensure that there is at least one poll clerk working with queue management.

## **10.7 Storage and transportation of votes and voter lists**

Votes and voter lists must be stored securely. Secure storage necessitates a separate lockable space to which only poll clerks or appointed election managers have access. These requirements continue to apply in the event that vote reception is suspended. If such a space is not available at a voting place, votes and other materials must be safely transported to a secure storage facility on a daily basis. For increased security, advance votes can be stored on

premises with alarms connected to an alarm monitoring centre, and with traceable access control. Depending on the number of advance votes in question, one or more storage units (such as secure cabinets or safes) should also be used.

Local conditions can vary greatly, but preventive security measures could include making at least two people responsible for transportation. Additional measures include ensuring that procedures are in place to enable transport operators to call for assistance, and that security companies are on standby to respond in the event of an incident.

## 11 Postal voting and voting by courier

### 11.1 Postal voting

#### Regulations

The regulations on postal voting and voting by courier are broadly outlined in Chapter 7 of the Swedish Elections Act (2005:837).

The legislation is available on our Election Centre website.

Eligible voters who are abroad during elections can vote by post. Voters prepare their own votes, using the postal voting materials provided by the Swedish Election Authority, and post them from abroad.

In exceptional circumstances – for example, if the postal service of the country in question is deemed highly unreliable – a mission abroad can provide additional service to voters by delivering postal ballots to the Swedish Election Authority. This service should not be provided under normal circumstances. If such a service is required, the postal votes must be placed in an embassy envelope or similar, and clearly marked as sent from abroad.

Postal votes that are not clearly marked as sent from abroad will be rejected by the municipal election committee when it conducts its preliminary vote count.



The Swedish Election Authority sends postal voting materials and expatriate voting cards to voters who are registered as living abroad and who are on the electoral roll. These materials should arrive in time for the first day of postal voting, which is Thursday 25 April.

Missions abroad must be able to issue voters with postal voting kits on request. Voters who request postal voting materials should be asked whether they have received a voting card or expatriate voting card, and whether they are still on the Swedish electoral roll if they are Swedish citizens living abroad. Voters should also be informed of the criteria for postal voting.

If a voter does not have a voting card but is on the electoral roll, the mission abroad should print out a duplicate voting card if possible and send it to them with their postal voting materials. If it is not possible to print out a duplicate, the voter must be informed that they can vote without a voting card, but that the outer envelope must then be placed correctly in the cover window envelope so that the Swedish Election Authority's address is clearly visible in the window.

Voters can also request postal voting kits directly from the Swedish Election Authority via an online form on our website, or from a Swedish municipality.

The kit includes instructions on how to prepare postal votes correctly. More information on postal voting is available on the Swedish Election Authority's website. The postal voting kit includes:

- an instruction sheet
- a blank white ballot paper for the Elections to the European Parliament
- a vote envelope
- an outer envelope for postal voting
- a cover window envelope for postal voting



### 11.1.1 Voters send their postal votes to Sweden

Voters may prepare and send postal votes from 25 April at the earliest. The address of the relevant municipal electoral committee is stated on the voter's voting card.

It is important for the voter to place the voting card correctly in the cover window envelope, so that the address of the election committee can be seen in the window. It is important for all items included to be filled in properly and placed correctly in the envelopes.

- If the voter is not on the electoral roll, the vote needs to be received by the Swedish Election Authority by 8 June at the latest for the voter to be able to be added to the electoral roll and for the vote to be counted in the election.
- If the voter is on the electoral roll and the vote is sent via the Swedish Election Authority, it must be received by Monday 10 June.
- For a postal vote to be counted in the election, it must be received by the election committee of the municipality in which the voter is on the electoral roll no later than the morning of Wednesday 12 June, before the election committee starts its preliminary vote count.

If the mission abroad receives late requests for postal voting materials, it should inform voters of the deadline for receipt of postal votes.

## 11.2 Voting by courier

Voters who are unable to come to the voting place in person – for example, due to disability, illness or old age – can nominate someone

else to hand in the vote they have prepared. This is known as voting by courier. However, it is generally simpler to vote by post instead.

It is therefore rare for people to vote by courier from abroad in Swedish elections. A special outer envelope for voting by courier is required. This envelope must be available to voters on request from a mission abroad. Votes by courier can be prepared from 16 May at the earliest.

The Swedish Election Authority's election materials package for voting places includes kits for voting by courier. The same rules apply as for voting by courier in Sweden. More information is also available on the Swedish Election Authority's website.

Each kit includes:

- an instruction sheet
- a blank white ballot paper for Elections to the European Parliament
- a vote envelope
- an outer envelope for voting by courier

## **11.3 Answers to frequently asked questions**

- When does a vote by post need to be received?

Answer: That depends on whether or not the voter has put their voting card in the cover window envelope for postal voting:

- If the voter has put a voting card in the cover window envelope, the vote will be sent directly to the election committee in the municipality where it will be counted. It needs to be there by the morning of the Wednesday after election day.
- If no voting card has been included, the vote will be sent to the Swedish Election Authority and must be received no later than the day before election day so that the Swedish Election Authority can check the individual's right to vote, add a Swedish citizen living abroad to the electoral roll, if necessary, and then send the vote to the relevant municipality. If the voter is on the electoral roll, the postal vote needs to be received by the Swedish Election Authority no later than the

Monday after election day in order to reach the voter's municipality in time for the vote count.

- Can a voter send their vote by courier such as DHL or other similar companies?

Answer: Yes, that's fine. The address to use is as follows:

Valmyndigheten  
Sturegatan 2-4  
SE – 172 31  
Sundbyberg, Sweden

- Voters in country X want postal voting materials sent to them from the embassy. Are we obliged to send these materials?

Answer: You have no explicit obligation to do so, but any help you can provide is of value. A voter can also order materials directly from the Swedish Election Authority.

## 12 When vote reception has ended

### 12.1 Votes received are sent to Sweden

The votes received must be sent to the Swedish Election Authority with the voter lists. Voting places that receive many votes should send them in batches rather than waiting until the end of the vote reception period.

### 12.2 Preparing consignments of votes

The Swedish Election Authority advises missions abroad to establish clear procedures for managing consignments of advance votes, and to ensure that at least two people are present when votes are handled.

Prepare vote consignments as follows:

1. Make sure that the name of the voting place is written at the top of each voter list (for example: “Swedish Embassy in Oslo” or “The Swedish School in London”).



2. Place the window envelopes in bundles of 10, and fold the relevant voter list around each bundle. NOTE: It is important to include the voter lists.
3. Include the form “Försändelse förtidsröster från utlandet” (“Consignments of advance votes from abroad”), providing details of the number of votes in the consignment.
4. Use heavy envelopes (preferably security envelopes) or other forms of packaging that protect the consignment against moisture and other damage during transportation to the Swedish Election Authority.
5. Send the consignment with tracking.

Once prepared, the consignment of votes and voter lists must be sent directly to the Swedish Election Authority (not via Sweden’s Ministry for Foreign Affairs) in a secure and reliable manner. The Swedish Election Authority must receive all votes no later than the day before election day: 8 June.

It is very important to ensure that the Swedish Election Authority receives the votes in time. If votes arrive late, they might not be counted; these votes will then be excluded from the election results.

Missions abroad cover the cost of sending votes to Sweden.

**Address for consignments sent by courier:**

Valmyndigheten  
Sturegatan 2-4,  
SE – 172 31 Sundbyberg,  
Sweden

**Delivery contact details:**

Telephone: 010-574 88 40  
Email: [utland@val.se](mailto:utland@val.se)

**Important!**

Votes need to be received by the Swedish Election Authority no later than the day before election day.

## 12.3 Receiving late votes

Voters who wish to vote after the end of the vote reception period should be allowed to do so, but they should be informed that their votes might not reach the Swedish Election Authority in time.

Late voters must also be informed of the possibility of postal voting and the deadline for this. In addition, voters should be made aware that a late vote also counts as notification of a request to be added to

the electoral roll for the next 10 years (for voters who are not already listed).

Please inform the Swedish Election Authority that the vote has been received after the end of the vote reception period and that the voter has been informed of the risk.

## 12.4 Leftover election materials

After an election, the Swedish Election Authority will provide information in its newsletter about what to do with leftover materials.

Ballot papers and other election materials that can no longer be used need to be destroyed in a secure way to ensure they are not distributed.

# 13 Regulations on voting rights and the electoral roll

Voting rights are outlined below. The term “Swedish citizens living abroad” refers to Swedish citizens listed in the Swedish Population Register as emigrants from Sweden.

## 13.1 Regulations on voting rights in the European Elections

### Regulations

The regulations voting rights in the European Elections are stated in Chapter 1, Section 4 of the Swedish Elections Act (2005:837). The regulations on voting rights in elections to the Riksdag are stated in Chapter 3, Section 4 of Sweden’s Instrument of Government (1974:152). The electoral roll regulations are stated in Chapter 5 of the Swedish Elections Act (2005:837).

The legislation is available on our Election Centre website.

An individual has the right to vote in the European Elections if they are:

1. 18 years old on election day at the latest; and
2. a Swedish citizen who is, or has been, listed in the Swedish Population Register (as living in Sweden); or

3. a citizen of an EU member state who is listed in the Swedish Population Register and was added to the Swedish electoral roll no later than 30 days before election day

Note that a person who has never been listed in the Swedish Population Register (as living in Sweden) is not eligible to vote.

A citizen of an EU member state who is resident in an EU country of which they are not a citizen can choose which country's electoral roll they wish to be included on – and thus in which country they wish to vote.

The electoral roll is based on the data in the Swedish Population Register 30 days before election day. For the coming election, that means 10 May. The following applies with regard to the electoral roll:

- Swedish citizens who are listed in the Swedish Population Register are automatically listed on the electoral roll.
- EU citizens who wish to be included on the Swedish electoral roll must register to vote with the County Administrative Board no later than 30 days before election day.
- Swedish citizens who have emigrated (i.e., who are living abroad) are included on the electoral roll if they emigrated within the past 10 years, or if they notify the Swedish Tax Agency – no later than 30 days before election day – that they wish to be placed on the electoral roll.

They do this by providing their address details to the Swedish Tax Agency using form SKV 7842 “New address/electoral roll for emigrants, Notification” (“Ny adress/röstlängd för utvandrad, Anmälan”). The form can be filled in on a computer or by hand. However, it must be printed out and sent by post to the Swedish Tax Agency for processing. In the IT system Valid, it is possible to see voters’ registered addresses and check whether they need to be added to the electoral roll.

Any vote from abroad (whether it's a vote from a voting place abroad or a postal vote) is counted as a notification of request for registration to the electoral roll if it is from a Swedish citizen living abroad who is not on the electoral roll.

- If the vote is received by the Swedish Election Authority no later than the day before election day, and the voter meets the voting criteria, the Swedish Election Authority will decide that the voter should be added to the electoral roll and that the vote should be counted in the current elections.
- If the vote is received late, it will not be approved for the current elections, but will still be considered as a notification of request for registration to the electoral roll for a 10-year period, in the event that the voter is not on the electoral roll.

For this reason, poll clerks must never refuse a Swedish citizen living abroad the right to vote because they are not on the electoral roll, or because the vote is at risk of arriving too late.

In the elections to the European Parliament, an EU citizen can choose whether they wish to vote in either their country of citizenship or their EU country of residence. If an EU citizen requests to be added to the electoral roll in their country of residence, that country must inform the country of which the voter is a citizen so that the voter can be removed from that country's electoral roll. This is done through an exchange of information between EU countries.

Voters who have been added to another country's electoral roll at some time in the past will remain on that country's electoral roll until further notice for the Elections to the European Parliament. Sometimes voters forget, or are not aware, that they have been added to another country's electoral roll.

The Swedish Election Authority sends expatriate cards to voters who are resident abroad no later than 50 days before election day. This means that the Swedish Election Authority sometimes sends expatriate voting cards to Swedish citizens who are removed from the Swedish electoral roll later on, when the Swedish Election Authority has received information via the exchange of information from another EU country. Information about this can be found on expatriate voting cards, but it often still leads to questions.

## 13.2 Corrections to the electoral roll

If voters believe that they fulfil the eligibility criteria for the right to vote, but the data on the electoral roll – and thus on their voting card – is not correct, they can contact their County Administrative Board

to request a correction to the electoral roll. Contact details for the County Administrative Board are listed on the voting card and at [www.lansstyrelsen.se](http://www.lansstyrelsen.se). Corrections must be requested at least 12 days before election day.

### **13.3 Regulations on voting rights in municipal referendums**

1. The voter must be 18 years old on election day at the latest.
2. Swedish citizens are eligible to vote if the Swedish Population Register lists them as resident in the municipality in question.
3. Citizens of other EU countries, Norway and Iceland, are entitled to vote if the Swedish Population Register lists them as resident in the municipality in question.
4. Citizens of non-EU countries other than Norway and Iceland are eligible to vote if they are registered in the municipality in question and have been listed in the Swedish Population Register for three consecutive years before the day of voting. In other words, they must have been listed since 10 May 2021.

In order to vote, the voter must be on the electoral roll. The electoral roll is based on the data in the Swedish Population Register 30 days before election day.

## **14 What happens when votes cast abroad arrive in Sweden?**

The Swedish Election Authority receives consignments of votes cast at missions abroad and checks the number of votes against the voter lists. Votes sent with an address card are assigned codes for the county, municipality and electoral district, as well as the electoral roll number. Votes sent with a voting card, duplicate voting card or expatriate voting card already include the information needed for further processing by the municipal electoral committees – even though expatriate voting cards do not state the voter's electoral roll number.

Postal votes are sent directly to the Swedish Election Authority if the voter has not included a voting card, duplicate voting card or expatriate voting card. The Swedish Election Authority assigns these

postal votes with the relevant county codes, municipality and electoral district, as well as the electoral roll number.

The Swedish Election Authority sends each vote cast abroad to the municipal election committee responsible for the electoral roll on which the voter is listed. This includes votes received at missions abroad and postal votes received by the Swedish Election Authority. Swedish citizens living abroad who are on the electoral roll will be listed in an electoral district of the Swedish municipality where they were last registered.

The Swedish Election Authority receives some votes cast abroad by Swedish citizens who are not on the electoral roll. If such a vote counts as a request to be added to the electoral roll, the Swedish Election Authority will add the voter to the electoral roll of the municipality where they were last registered. The vote is then sent to the relevant municipality.

Postal votes with a properly placed voting card, duplicate voting card or expatriate voting card go directly to the municipality, since the address of the municipal electoral committee is printed on the card. These do not go via the Swedish Election Authority; instead, they are sent directly to the relevant municipality by ordinary post.

## 14.1 Votes are counted

On election day, municipal election committees often deliver votes cast abroad to the electoral districts (polling stations) responsible for voters' respective electoral rolls. At the polling station, the poll clerks make a note on the electoral roll for each voter who has voted. Each voter's ballot envelopes are then placed in the ballot box – unless a voter regrets their vote, and comes to the polling station during the day and casts a new vote in person.

When vote reception has ended in Sweden on election day, all advance votes – including those cast abroad – will be placed in the ballot box with the ballots cast in the electoral district, and will be included in the polling station's preliminary vote count. It is therefore not possible to distinguish between votes cast in Sweden and abroad, ensuring that voter secrecy is protected.

If the election committee has not delivered ballots to the polling station on election day, they will instead be included in the election committee's preliminary vote count on the Wednesday and Thursday

following election day. In some municipalities, all votes cast abroad are included in the election committee's preliminary vote count. All votes included in this count are considered as a special combined electoral district, and are reported as such in the election results.

## **14.2 Final vote count by the County Administrative Board**

All votes placed in polling station ballot boxes at election day, or included in a municipal election committee's preliminary vote count, are counted a second time by the County Administrative Board. Then personal votes are also counted. More information about the final vote count is available on the Swedish Election Authority's website, [val.se](http://val.se).

## **15 Voting in Sweden**

In Sweden, it is possible to vote at a polling station on election day, or at an advance voting place before election day. Advance voting in Sweden will take place from 22 May up to and including election day. Some voters are allowed to vote by courier or through ambulatory voting. More information on voting in Sweden is available on the Swedish Election Authority's website, [val.se](http://val.se).

Swedish citizens living abroad can vote in Sweden if they are on the electoral roll. They can vote at a polling station on election day, or at an advance voting place before election day. To vote at an advance voting place in Sweden, voters need a voting card or a duplicate voting card (i.e., not an expatriate voting card). Duplicate voting cards can be ordered from a municipality, a County Administrative Board or the Swedish Election Authority. Poll clerks at some (but not all) advance voting places can also print duplicate voting cards.

If a voter has voted abroad and is in Sweden on election day, they can cast a new vote at a polling station. This will replace the advance vote cast abroad. The new vote will be counted on election night, and the advance vote will be rejected. However, a voter cannot replace a vote cast abroad by advance voting again.

Swedish citizens living abroad who are no longer on the electoral roll cannot re-register by voting in Sweden. They are limited to voting from abroad, since only a vote from abroad counts as a notification of request to be added to the electoral roll.

## 16 Things to remember:

- On receipt, check that all election materials ordered have been included in the delivery. Review the list of materials sent.
- Complete the training course for poll clerks, and follow the instructions in this guide and the other training materials.
- Plan furnishings to ensure voter secrecy, accessibility and secure vote reception.
- Carefully review procedures and measures that can protect the way elections are carried out and strengthen confidence in the electoral process.
- All voters who can prove their identity are allowed to vote.
- Print out a duplicate voting card if a voter does not have one.
- If possible, print out a duplicate voting card even if the voter has an expatriate voting card.
- The window envelopes containing votes must be prepared correctly.
- When sending votes to Sweden, include the voter lists and the form “Försändelse förtidsröster från utlandet” (“Consignments of advance votes from abroad”).
- Plan the delivery of votes in good time. The Swedish Election Authority must receive votes by 8 June at the latest.

## 17 Contact details

### Swedish Election Authority contact details for missions abroad:

Election Centre (the Swedish Election Authority’s website for election administration): <https://valcentralen.val.se/>

Website: [www.val.se](http://www.val.se)

Telephone: +46 10 57 57 000

Email address for contact with a coordinator for elections abroad: [utland@val.se](mailto:utland@val.se)

### Swedish Election Authority contact details for voters:

Website: [www.val.se](http://www.val.se)



## Vote reception by missions abroad

Election information service (“Valupplysningen”), from outside Sweden: + 46 (0) 771 270 999

Switchboard, from outside Sweden; +46 (0)8 758 158 758 50

Election information service (“Valupplysningen”), from within Sweden: 020 825 825

If you have questions about population registration or re-registration to the electoral roll: [Contact us](#)

If you have questions about corrections to the electoral roll, please contact: [the County Administrative Board \(lansstyrelsen.se\)](http://lansstyrelsen.se)

If you need to contact a voter’s municipality (i.e. the Swedish municipality where they were last registered): [List of Swedish municipalities – the Swedish Association of Local Authorities and Regions](#)





**Valmyndigheten**