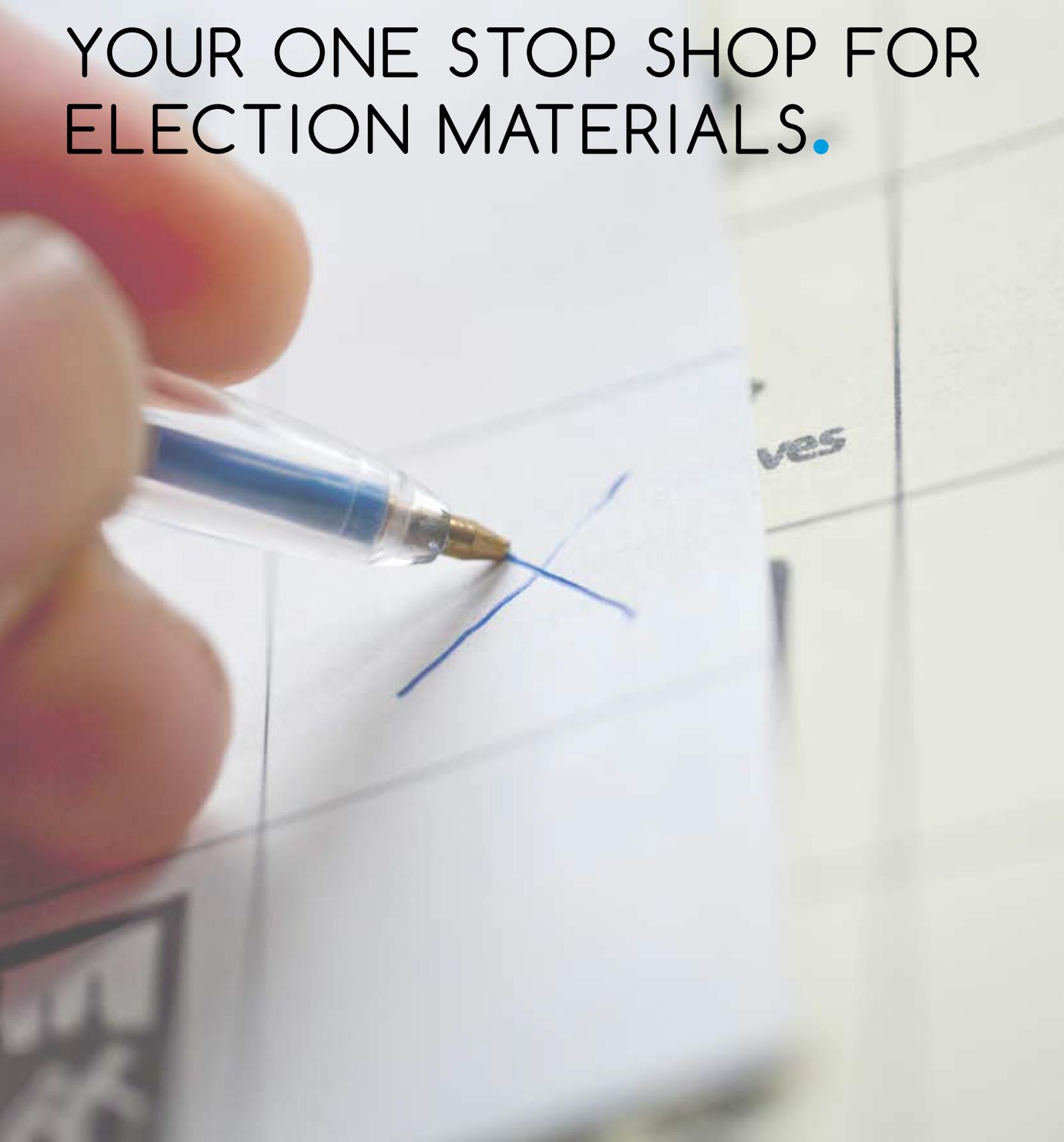
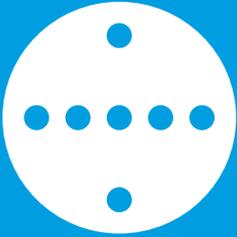


SHAW'S.  
A Civica Group company

YOUR ONE STOP SHOP FOR  
ELECTION MATERIALS.



[electionsupplies.co.uk](http://electionsupplies.co.uk)



**SHAW'S.**  
PART OF THE ERS GROUP

Specialists in materials for elections

## What our clients are saying:



“We’ve been sourcing our election supplies from Shaw’s for many years now because they offer the most comprehensive range of items and the customer service is excellent. They are always open to new ideas too, so we can relax in the knowledge that the product range will meet our needs.”

**Camden London Borough Council**



“We could not fault the service we received from Shaw’s this year and every other year. Nothing was too much trouble and every email or phone call was acted on and delivered in record time.”

**East Cambridgeshire District Council**

# Welcome to

# YOUR ONE STOP SHOP FOR

# ELECTION MATERIALS.

The Elections Team at Shaw's continues to supply comprehensive election materials and equipment to nearly all of the UK's local authorities.

In this, our equipment catalogue for 2019, you will find numerous products, large and small, that have been designed to make the administration of your elections and referendums as trouble-free as possible.

Our extensive product range has been developed over many years, in collaboration with the Association of Electoral Administrators, the Electoral Commission and the Cabinet Office. By combining our experience with insights from these organisations, we ensure that our product range is practical, useful and conforms with all relevant legislation (including GDPR) and guidance.

As the current political climate remains unpredictable, it is more important than ever that you take stock of your equipment and plan ahead with your orders.

Please note that we welcome suggestions for additional products, therefore if you have an idea for a product that will enhance the administration of your elections, please do get in touch.

Kelly Larwood  
Director

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# SHAW'S PRESIDING OFFICER'S SUNDRIES PACK



The comprehensive Sundries Pack comprises all five of the packs shown on these two pages and is supplied in an environmentally-friendly, re-usable wallet. The wallet comes with a matching pencil case and both these items can be returned to Shaw's for credit and re-use. Alternatively, the five individual packs can be purchased separately to refill existing wallets. The Sundries Pack contents are reviewed annually in the light of feedback from users and therefore may vary slightly from those shown here.

Please contact us to discuss bespoke options for large quantity orders.

*Note that for Welsh elections, bilingual versions of the notices, forms and packets are supplied.*

*Illustrations show contents for English local government elections.*



## Pack 1 – Stationery

Ref: SSP1

- 2 x HB pencils, with eraser (HBP1)
- 6 x ballot pencils (BAP100)
- Double barrel pencil sharpener with shavings collector (EPS1)
- Pair of scissors (ESS1)
- String (EBS1)
- Box of 50 drawing pins (DRP151)
- Roll of adhesive tape (EAT1)
- Pack of Shaw's White Tack (EWT1)
- 2 x ballpens (BAP201)



## Pack 2 – Other Stationery

Ref: SSP2

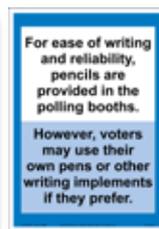
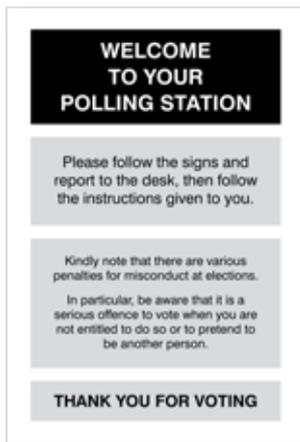
- 12" ruler (ERUL)
- 3 x plain adhesive labels (SAL1)
- Clear plastic sack (CPS100)
- Black plastic sack (OPS100)
- Green plastic sack (GPS100)
- 3 x cable ties (KPL01)
- Ballot paper magnifier (MAG1)



## Pack 3 – Notices

Ref: SSP3

- 3 x large POLLING STATION signs (paper) (LE104)
- 3 x small POLLING STATION signs (paper) (LE102)
- OPENING TIMES sign (paper) (LE109)
- 3 x WAY IN signs (paper) (LE100)
- 2 x WAY OUT signs (paper) (LE101)
- 2 x strips of five direction arrows (paper) (LE100X)
- 2 x DISABLED ACCESS signs (paper) (LE105)
- WELCOME TO YOUR POLLING STATION sign (paper) (LE10)
- NO SMOKING sign (paper) (LE106)
- PLEASE SWITCH OFF MOBILE PHONES sign (paper) (LE107)
- 2 x COLLECT BALLOT PAPERS HERE signs (paper) (LE103)
- YOU MAY USE YOUR OWN PEN sign (paper) (LE99)



## Pack 4 – Forms

Ref: LESDF

- Questions to be put to voters (LE35)
- Tendered votes list (LE25)
- 10 x declaration by companion of voter with disabilities (LE18)
- List of voters with disabilities assisted by companions (LE17)
- List of votes marked by Presiding Officer (LE26)
- Statement of number of votes marked by Presiding Officer (LE26A)
- List of persons to whom ballot papers are delivered in consequence of an alteration to the register (LE11)



## Pack 5 – Packets

Ref: LESDP

- No. 2 – The unused and spoilt ballot papers (paper sack with adhesive label included) (LEPKT2)
- No. 3 – The tendered ballot papers which have been marked by voters (LEPKT3)
- No. 4 – The marked copy of the register, list of postal voters and list of proxies (LEPKT4)
- No. 5 – Certificates of employment on the day of the poll (LEPKT5)
- No. 6 – The tendered votes list, list of votes marked by PO, statement of number of votes marked by PO, list of voters with disabilities assisted by companions, declarations made by companions of voters with disabilities, and list of persons to whom ballot papers are delivered in consequence of an alteration to the register (LEPKT6)
- No. 7 – Ballot paper account (LEPKT7)
- No. 8 – Appointments of PO and poll clerks (LEPKT8)
- No. 9 – Corresponding number lists (LEPKT9)

# VOTING SCREENS

## Traditional Wooden Voting Screens

Shaw's popular and trusted traditional wooden voting screens are craftsmen-made in the UK to order. Competitively priced, they are robust, portable and fold flat for easy storage.

### Single voting screen

**Ref: VSS**

H1870mm x W670mm x D635mm. W: 11KG

### Double voting screen

**Ref: VSD**

H1870mm x W1310mm x D635mm. W: 24KG

### Single voting screen for disabled voters

**Ref: VSSD**

Wider and with lower shelf for easy access

H1870mm x W860mm x D635mm. W: 14KG

### Combined single/disabled voting screen

**Ref: VSC**

H1870mm x W1500mm x D635mm. W: 24KG

### Budget single voting screen

**Ref: VSSB**

Lighter construction and lighter weight, this wooden voting screen features a triangular shelf

H1870mm x W820mm x D600mm

W: 8KG



VSS



VSD



VSSD



VSC



VSSB

Shelf height is 910mm in all standard voting compartments and 790mm in disabled compartments

## Cardboard Table-top Voting Screen

### Cardboard table-top voting screen

**Ref: VSTT1**

Easy assembly – from flat-packed sheet to voting screen in seconds.

Designed for single use and ideal for very small polling stations.

Heavy grade 4.5mm thick shiny white cardboard, complete with plastic loop for attaching ballot pencil.

Safety edges to avoid paper cuts.

H800mm x W590mm x D490mm

Supplied in 5s



## VotePod™: New Compact Portable Voting Booth

Shaw's are aware of the multiple logistical challenges local authorities face when distributing voting booths to their respective polling stations and recognise that it is not always ideal to use a traditional wooden booth in all locations. We listened to the typical issues encountered by elections staff, and are delighted to now launch our solution, the Shaw's VotePod™ – an ingenious, compact, adaptable, portable and, above all, affordable voting booth which can be easily lifted and assembled by a single person.

Of contemporary design and robust structure, the VotePod™ requires no tools or separate fixings for assembly, features a durable silver stoved enamel finish steel frame with detachable vinyl privacy screen and weighs under 15kg.

Its clever design ensures inclusivity as it features two writing surface levels and two shelves for use in two modes, either standard or accessible. Available to purchase in either standard or accessibility mode, the VotePod™ can be easily converted into the other mode simply by changing the writing surface shelf (available to purchase separately at additional cost) and positioning it at the appropriate writing height.

Ideal for transport in most small cars, the VotePod™ disengages easily into 5 smaller separate components (or 6 with the purchase of an additional shelf for use in both modes) and folds flat for ease of portability and storage.

See below for full list of available accessories.

VotePod™ (trademark and patent pending) is manufactured in the UK and is available for delivery from early 2019.

### Shaw's VotePod™

#### Ref: VP01

Open size: H1845mm x W712mm x D600mm (approx)

Folded size: H935mm x W712mm x D100mm (approx)

Single polling booth unit with wraparound vinyl privacy screen and rectangular writing surface shelf



### Shaw's Accessibility VotePod™

#### Ref: VP02

As per VP01 but has a trapezium shaped writing surface shelf to enable use of Shaw's VotePod™ for disabled voters.

Creates an opening width of 800mm, when outer legs are adjusted as necessary to fit trapezium shelf (see image page 17).

## VotePod™ Optional Accessories

### Writing surface shelf for converting Shaw's VotePod™ and Accessibility VotePod™

#### Ref VP03

Rectangular writing surface shelf. Can be used to adapt VP02 into use in standard mode

#### Ref VP04

Trapezium shaped writing surface shelf. Can be used to adapt VP01 into use in accessibility mode

### Storage and transportation bag

#### Ref VP05

Canvas bag to enable ease of storage and transportation of Shaw's VotePod™

### A3 clear plastic wallet

#### Ref CPW2

For affixing to screen for insertion of A3 polling booth notices

### 4-way connector piece

#### Ref VP06

Enables multiple standard VotePod™ units to be joined together in numerous configurations



### Privacy screen for VotePod™

#### Ref VP07

Detachable vinyl privacy screen in plain white

Privacy screens are also available to special order (at additional cost) with bespoke print, e.g. a local authority's name and logo, subject to a minimum order of 5. Contact us for a quote.

# BALLOT BOXES

## Plastic Ballot Boxes

### 50 litre plastic ballot box

Ref: **SBBP**

470mm (h) x 450mm (w) x 350mm (d)

### 90 litre plastic ballot box

Ref: **SBBPL**

570mm (h) x 570mm (w) x 450mm (d)

Available in 'standard' 50 litre and high-capacity 90 litre sizes, these well-designed and practical ballot boxes are specially made for Shaw's.

In specifying these boxes, our requirements were: compact stacking of boxes and lids for easy storage; robust, long-lasting construction; and, most important of all, a very low price.

The 50 litre boxes use up to four Shaw's arrow-lock seals with easy release tabs (BBS3) for the lid, while the 90 litre box uses four traditional pull-secure seals (BBSS); both boxes use a plastic 'padlock' seal (BBS4) for the flap that covers the slot (although a conventional tie seal may also be used for this). Ten seals (8 x BBS3 or BBSS and 2 x BBS4) are included with each box.

Colour: all black

- Robust, durable plastic construction
- Boxes nest inside each other for compact storage
- Lids store within boxes and can also stack on one another
- Lids are recessed to allow boxes to stack on top of one another
- Hinged flap to seal slot
- SBBP lids use four Shaw's arrow-lock seals with easy release tabs. These are low cost and are much neater than cable-tie type seals
- Slot uses one plastic 'padlock' seal
- 10 seals included with each box
- Self-adhesive clear plastic wallet can be supplied for labelling purposes  
– CPW1/CPW3, see below
- Generous bulk discounts available



## Clear Plastic Wallet

### Clear plastic wallet

With adhesive back, for displaying notices.  
Ideal for Shaw's Plastic Ballot Boxes

A4 – **CPW1**

A5 – **CPW3**



# BALLOT BOX ACCESSORIES

## Ballot box trolleys

**Ref: SBBT4**

Shaw's premium ballot box trolley has an easy-fold action with telescopic handle. It is fitted with two rubber bungee cords to secure the ballot box.

Size open 90cm high x 25cm wide x 23.5cm deep; folded 44cm high x 25cm wide x 7.8cm deep.

Weight 1.54kg.

Carries up to 35kg.

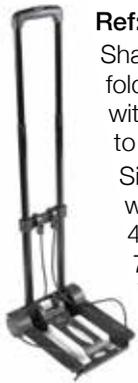
**Ref: SBBT6**

This folding hand truck has a lightweight aluminium frame,

with a rubber grip handle. Toe plate and wheels open simultaneously. Complete with elasticated strap.

Size open 100cm high x 39cm wide x 40cm deep; folded 63cm high x 40cm wide x 5.5cm deep.

Carries up to 70kg.



## Bungee cord

**Ref: EBC1200**

Strong elastic flat bungee with plastic hooks at each end. Ideal for securing ballot boxes on to trolleys/hand trucks, etc.

1200mm long x 20mm x 5mm

## Slot highlighters

**Ref: SLH2**

White self-adhesive strips to highlight the slot on Shaw's plastic ballot boxes (SBBP and SBBPL) for voters with poor vision

Supplied in 100s

**Ref: SLH1**

White self-adhesive strip to highlight the slot on traditional metal ballot boxes for voters with poor vision

Supplied in 10s



## Ballot paper compactor

**Ref: LE120**

Strong plastic. Compacts ballot papers within ballot box to create extra space

Length 52cm



## Ballot box seal

**Ref: BBS3**

Grey arrow-lock seals with easy release tabs, for use with Shaw's plastic ballot box (SBBP)

Serially numbered, supplied in 500s



## Plastic 'padlock' ballot box seal

**Ref: BBS4**

White padlock-style seal, ideal for sealing the flap over the slot of Shaw's plastic ballot box (SBBP/SBBPL)

Serially numbered, supplied in 100s



## Envo ballot tags

**Ref: BBT**

For sealing Shaw's long-life folding ballot box (SBBF, now discontinued). Light green

Serially numbered, supplied in 100s



## Tamper evident self-adhesive ballot box seals

**Ref: BBSV3**

Black seals featuring a tamper-evident surface that leaves a "VOID" pattern on the label when the label is lifted. Tear-off tab with copy of serial number for recording purposes. This security seal is ideal for preventing undetected access to any type of ballot box. Cannot be removed or switched to another piece of equipment without detection.

45mm x 175mm + tab

Serially numbered, supplied in 100s



## Traditional ballot box seal

Traditional plastic pull-secure seals

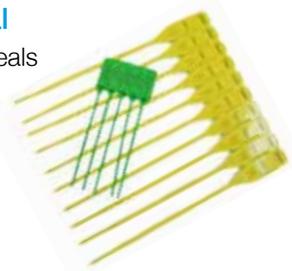
Serially numbered, supplied in 100s

**Ref: BBSS**

150mm tail length, green

**Ref: BBSM**

260mm tail length, yellow



## Arrow-lock ballot box seal "Linpac"

**Ref: BBS2**

White. Serially numbered, supplied in 500s



## Metal padlock

**Ref: MPL10**

With three keys, for ballot box

Supplied in 10s



## Keyless padlock

**Ref: KPL11**

Traditionally used with metal ballot boxes

Supplied in 10s



## Plastic seals for keyless padlock

**Ref: KPL21**

Serially numbered, supplied in 100s



## SIGNAGE

## Pavement sign

Ref: LE108

'Ecoflex' polling station pavement sign. This portable, long-life sign comprises an aluminium panel with a sturdy recycled PVC base. The panel's flexibility allows the sign to withstand winds of over 70mph. Assembles in seconds, yet stores in a compact space. Two-sided with arrows.

Panel size 685mm x 460mm



Ref: LE108BL



Ref: LE108SC



These signs are available with bespoke wording, e.g. a local authority's name and logo.



## Rigid Correx (lightweight plastic) signs

LE104B POLLING STATION, 508mm x 680mm

LE105B DISABLED ACCESS, reversible, 156mm x 720mm

LE117B DISABLED PARKING ONLY, A3

LE100B WAY IN, reversible,\* 127mm x 570mm

LE101B WAY OUT, reversible, 127mm x 570mm



## Banners

PVC banners with brass eyelets:

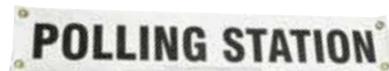
LE102A POLLING STATION, 127mm x 720mm

LE104A POLLING STATION, 625mm x 915mm

LE100A WAY IN, reversible,\* 127mm x 570mm

LE101A WAY OUT, reversible,\* 127mm x 570mm

\*One side of the banner has the arrow pointing to the left and the other side has the arrow pointing to the right.



## Cable ties

Ref: KPL01

Ideal for attaching signs to fences, posts, etc.

Nylon, 295mm long

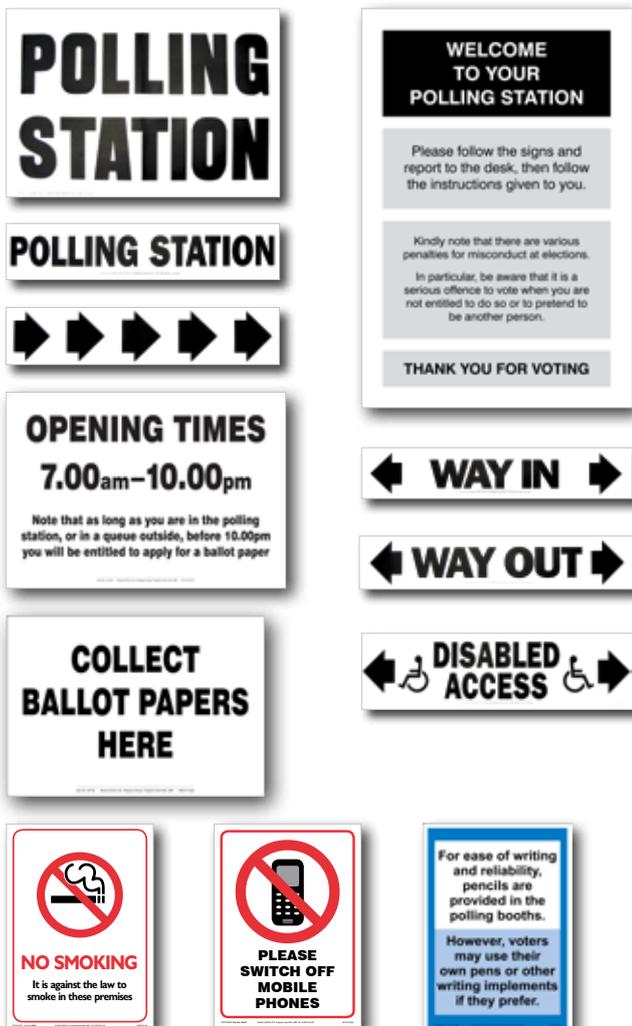
Supplied in 100s



## Signage continued

## Paper signs

- LE104** POLLING STATION, 450mm x 640mm  
**LE102** POLLING STATION, 125mm x 640mm  
**LE100X** Arrowheads, in strips of five  
**LE100Y** Arrowheads, in strips of five on adhesive backing  
**LE109** OPENING TIMES, A3  
**LE103** COLLECT BALLOT PAPERS HERE, A4  
**LE10** WELCOME TO YOUR POLLING STATION, A2  
**LE100** WAY IN, 125mm x 640mm  
**LE101** WAY OUT, 125mm x 640mm  
**LE105** DISABLED ACCESS, 180mm x 640mm  
**LE106** NO SMOKING, A4, red and black  
**LE107** PLEASE SWITCH OFF MOBILE PHONES, A4, red and black  
**LE99** YOU MAY USE YOUR OWN PEN, A4, blue and black



## Paper signs (not included in sundries packs)

- LE116** NO PHOTOGRAPHY, A3, red and black  
**LE106V** NO SMOKING OR VAPING, A4, red and black  
**LE98** NO DOGS ALLOWED, A4, red and black  
**LE122** NO ABUSE, A3, red and black  
**LE123** INTIMIDATION OF VOTERS, A3, red and black



(Except for the largest ones, paper signs are supplied in 10s)

## BESPOKE SIGNAGE

Please note that we are able to quote on other types of signage, not limited to those shown here.

We have produced bespoke signage for many authorities, including overhead ward signage and new panels for existing sign holders.

## Bilingual Welsh/English Signs

All the above signs, except LE100A, LE101A and LE105B, are available in bilingual Welsh/English format. The product references are the same but suffixed "BL".

**GORSAF BLEIDLEISIO  
POLLING STATION**

# OTHER POLLING STATION EQUIPMENT

## High-visibility vest for polling station staff

Printed with **POLLING STATION STAFF** on the back.  
Note that larger sizes should be ordered if vests are to be worn over a coat, etc.



- EVPS** Small (36" to 38" chest)
- EVPM** Medium (39" to 41" chest)
- EVPL** Large (42" to 44" chest)
- EVPXL** X Large (45" to 48" chest)
- EVPXXL** XX Large (49" to 52" chest)
- EVPXXXL** XXX Large (53" to 57" chest)

These vests can be customised with an authority name on the back and/or logo on the front (min. order 10 vests). Any other wording is also available to special order, e.g.:

- ELECTION STAFF**
- DEMOCRATIC SERVICES TEAM**
- ELECTORAL REGISTRATION**
- VOTER REGISTRATION**

Some examples of bespoke vests are shown below.



## Free-standing notice board

Ref: **LE119**

Ideal for use in polling stations without available notice boards or wall space. Aluminium-framed grey felt notice board 1200 x 900mm. Takes pins and velcro dots. Supplied with folding tripod easel in compact carry bag.



## Floor sign

Ref: **LE118M**

Lightweight adjustable multi-purpose floor standing sign holder for internal use. Chrome-plated metal telescopic pole, plastic lever lock and black plastic T-piece. 240mm diameter steel base. Extends from 800mm–1550mm high. With black plastic frame with card insert to take an A3 printed paper sheet each side. Frame can be used landscape or portrait.



## Wheeled and lidded storage container

Ref: **SBBT5**

Large wheeled and lidded storage container/cart. Rigid clip-on lid. Two large rubber-coated wheels allow the box to be pulled along easily by lifting the other end. Nests when empty and stacks when full. Can be sealed with two standard ballot box seals (BBSS/BBSM). Black with grey lid.

Size 80cm long x 39cm wide x 40cm high (66/29/34cm internal). 90 litres capacity



## Collapsible "boot cart" trolley

Ref: **SBBT2**

A multi-purpose trolley ideal for carrying election supplies. This lightweight and durable plastic trolley folds into an easy-to-carry compact case. Unfolds in seconds. Reinforced base, clip-on side supports for extra strength, telescopic aluminium handle with contoured grip and rubber tyres.

Size open 83.3cm high x 39.2cm wide x 33.5cm deep; folded 41.2cm x 40.1cm x 8.5cm. Weight 2.2kg. Carries up to 25kg. Black and yellow



## Other Polling Station Equipment continued

### Polling station First Aid kit

**Ref: EFAK**

A compact kit containing useful items for minor injuries, including paper cuts. This low-cost kit is ideal for polling stations and counts.

Contents\*:

2 alcohol prep pads

2 sterile pad

8 plasters

1 pair of gloves

1 bandage

1 pair of scissors

3 safety pins

20 cotton swabs

– all in a nylon pouch



\* Note that appearance and contents may vary slightly from those shown

### Ballot pencils

**Ref: BAP100**

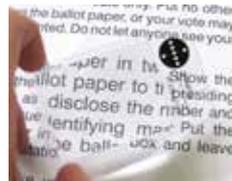
With holed rubber cap for attachment to voting screen  
Supplied in 100s



### Ballot paper magnifier

**Ref: MAG1**

Credit card sized magnifier to assist persons with impaired vision



### Presiding Officer's carry case

**Ref: EB2**

This useful bag features an adjustable shoulder strap, pen and business card holders and a zipped front pocket.

42cm x 34cm x 8cm

Bags can be screen printed on the front flap with customer's own wording and logos, subject to a minimum order of 50.



### Clipboard

**Ref: EST003**

Blue durable plastic clipboard for holding A4 documents  
Pen holder space in clip  
Ruler markings down both long edges



### Permanent marker

**Ref: EST004**

Can be used on most surfaces including plastic, wood, card and metal  
Waterproof, smearproof and weather-resistant  
Quick-drying, low odour ink  
Bullet tip 2mm line width, black ink



### Identity badge holder

**Ref: ID50**

Plastic holder with metal clip.  
Supplied in 10s



### Lanyard

**Ref: IDLAN1**

Black lanyard with crocodile clip and safety release, suitable for use with ID50 badge holder  
Supplied in 10s

### Card inserts

**Ref: ID51** (Supplied free with ID50)

POLL CLERK (ID51C); PRESIDING OFFICER (ID51P); SENIOR PRESIDING OFFICER (ID51S); RETURNING OFFICER (ID51R); ACTING RETURNING OFFICER (ID51AR); DEPUTY RETURNING OFFICER (ID51DR)  
*Bespoke card inserts are available on request*

### Correction tape roller

**Ref: EST001**

No mess correction tape roller  
4.2mm wide x 8.5m long



### Pencil eraser

**Ref: EST002**

Paper-sleeved, erases pencil marks without damaging the paper or leaving any trace  
60mm x 21mm x 12mm



### Highlighters

**Ref: EST005**

Assorted wallet with one each of green, orange, pink, yellow  
1.5mm line width



### Disinfectant wipes

**Ref: EST020**

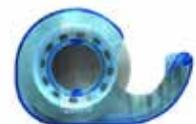
Pack of extra strong antibacterial wipes  
50 wipes per pack  
Quickly kills 99.9% of bacteria



### Tape dispenser set

**Ref: EAT2**

Size: 75mm x 50mm x 14mm  
Tape: Approx. 20m long



### Post-It index notes

**Ref: ES2**

Repositionable sticky index notes, yellow  
50 flags per pack  
Supplied in packs of 2



# WALLETS AND SACKS

## Secure wallet

**Ref: SECWT3**

Black PVC tamper-evident wallet for postal ballot papers handed in at polling station  
355 x 495mm



## Button wallet seals

**Ref: SECSL3W**

Seals for SECWT3 secure wallets.  
White  
Serially numbered, supplied in 500s



## Button wallet seals

Seals for SECWT3 secure wallets.  
Serially numbered, supplied in 500s

**Ref: SECSL3O** Orange

**Ref: SECSL3Y** Yellow

## Arrow-lock wallet seals

**Ref: SECSL**

Plastic seals for old style secure wallet (SECWT).  
Orange. Serially numbered, supplied in 100s



## Insert cards

**Ref: SECWTLAB**

Insert cards for secure wallets.  
58mm x 112mm  
Supplied in 100s



## Paper sacks

**Ref: PS200**

For storage/transmission of documents. Strong brown paper sacks with reinforced sewn bottom  
960mm x 580mm x 140mm  
Supplied in 100s

## Sack labels

**Ref: PS201**

Tie-on labels for above paper sacks  
Supplied in 100s



*PS200, PS201, PS202*

## Sack seals

**Ref: PS202**

Metal seals for above sacks  
Supplied in 100s

## Clear plastic wallet

With adhesive back, for displaying notices. Ideal for labelling Shaw's plastic ballot boxes

A4 – **Ref: CPW1**

A3 – **Ref: CPW2**

A5 – **Ref: CPW3**



## Clear plastic sack

Supplied in 100s

**Ref: CPS100**

860mm x 736mm with 457mm gusset (40 micron)

**Ref: CPS250**

1143mm x 914mm with 508mm gusset (55 micron)

## Black plastic sack

**Ref: OPS100**

860mm x 736mm with 457mm gusset (40 micron)

Supplied in 100s



## Green plastic sack

**Ref: GPS100**

860mm x 736mm with 457mm gusset (40 micron)

Supplied in 100s

*GPS100, CPS250, OPS100, CPS100*

## Blue plastic sack

**Ref: BPS100**

860mm x 736mm with 457mm gusset (40 micron)

Supplied in 100s



## Yellow plastic sack

**Ref: YPS100**

860mm x 736mm with 457mm gusset (40 micron)

Supplied in 100s

*YPS100, BPS100, RPS100*

## Red plastic sack

**Ref: RPS100**

860mm x 736mm with 457mm gusset (40 micron)

Supplied in 100s

## Polythene bag

**Ref: PB100**

Small, self-seal polythene bag  
230mm x 305mm  
Supplied in 100s

## Bag seal

**Ref: BBSL**

Traditional plastic pull secure seal  
400mm tail length, white  
Serially numbered  
supplied in 100s



# EQUIPMENT FOR THE CANVASS

## Canvasser's/Presiding Officer's carry case

**Ref: EB2**

This useful bag features an adjustable shoulder strap, pen and business card holders and a zipped front pocket.

42cm x 34cm x 8cm

Bags can be screen printed on the front flap with customer's own wording and logos, subject to a minimum order of 50.



## Canvasser's high-visibility vest

Printed with **LOCAL AUTHORITY ELECTORAL REGISTRATION** on the back.

Note that larger sizes should be ordered if vests are to be worn over a coat, etc.



<b>EVS</b>	Small (36" to 38" chest)
<b>EVM</b>	Medium (39" to 41" chest)
<b>EVL</b>	Large (42" to 44" chest)
<b>EVXL</b>	X Large (45" to 48" chest)
<b>EVXXL</b>	XX Large (49" to 52" chest)
<b>EVXXXL</b>	XXX Large (53" to 57" chest)

These vests can be customised with an individual authority name on the back and/or logo on the front. Alternative wording is also available on request. (Minimum order 10 vests.)



## Canvasser's personal alarms

Very loud alarms with pull pin activation. Police approved. Batteries included

### Metallic mini key ring torch alarm – Ref: EA1

Key ring style with bright torch  
40mm x 60mm x 12mm



### Minder personal attack alarm – Ref: EA2

Separate panic button. Belt clip  
60mm x 70mm x 20mm



## 28 LED aluminium torch

**Ref: EL5**

A strong black aluminium torch that gives out a very bright light, thanks to its 28 LED bulbs. Wrist strap. Supplied with 3 'AAA' batteries

Length 130mm, reflector diameter 25mm



## Compact aluminium torch

**Ref: EL4**

Attractive, bright and lightweight hand torch. Supplied with 3 'AAA' batteries

Length 90mm, reflector diameter 24mm



## SECURELY BIND YOUR REGISTER OF ELECTORS

See p19 for full details of our binding service for securing loose documents such as your Register of Electors

## EQUIPMENT FOR THE COUNT

**Counting station sundries pack****Ref: SSPSP01**

A pack that contains all the stationery equipment required at the count. Packs can be tailor-made to individual requirements on request.

50 x 50mm foldback clips  
 200 x 19mm foldback clips  
 1 x pocket calculator  
 2 x 12" rulers  
 2 x pairs of scissors  
 8 x HB pencils  
 2 x pencil sharpeners  
 2 x erasers  
 1lb (450g) assorted elastic bands  
 12 x rubber thimblettes (6 small, 6 medium)  
 2 x rolls of clear adhesive tape 33m x 19mm

**High-visibility vest for count staff**

Vests can be customised with an authority name on the back and/or logo on the front (min. order 10 vests). See page 13 for sizing information.

Some examples of the bespoke vests Shaw's have produced are shown below:



Please contact us for a quote.

**Counting tray (large)****Ref: CTR2**

Grey plastic stacking tray  
 600mm x 400mm x 110mm

**Counting tray (small)****Ref: CTR1**

Grey-blue plastic stacking and nesting tray  
 427mm x 312mm x 75mm



Note that other sizes of counting tray are available to special order.

**Counting table divider set****Ref: EDEV1**

Set of five counting table dividers, comprising five white plastic 'Foamex' boards 600 x 150 x 3mm, plus ten clear acrylic feet and a packet of Shaw's White Tack.

**Joint piece****Ref: EDEV2**

Clear acrylic joint piece for joining counting table dividers end to end. 76mm  
 Supplied in 5s

**Count table sign****Ref: LE118M**

Lightweight sign holder for indicating ward, etc. Can be floor standing or placed on table. Chrome-plated metal telescopic pole, plastic lever lock and black plastic T-piece. 240mm diameter steel base. Extends from 800mm–1550mm high. With black plastic frame with card insert to take an A3 printed paper sheet each side. Frame can be used landscape or portrait.

**Notices**

A3 card signs

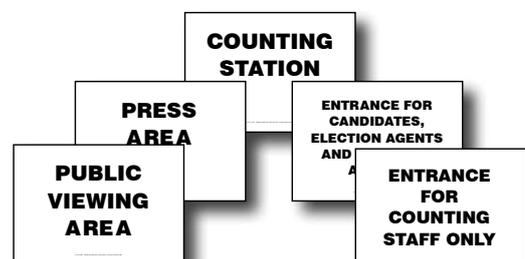
COUNTING STATION – **Ref: CV1**

ENTRANCE FOR CANDIDATES, ELECTION AGENTS AND COUNTING AGENTS – **Ref: CV2**

ENTRANCE FOR COUNTING STAFF ONLY – **Ref: CV3**

PRESS AREA – **Ref: CV4**

PUBLIC VIEWING AREA – **Ref: CV5**

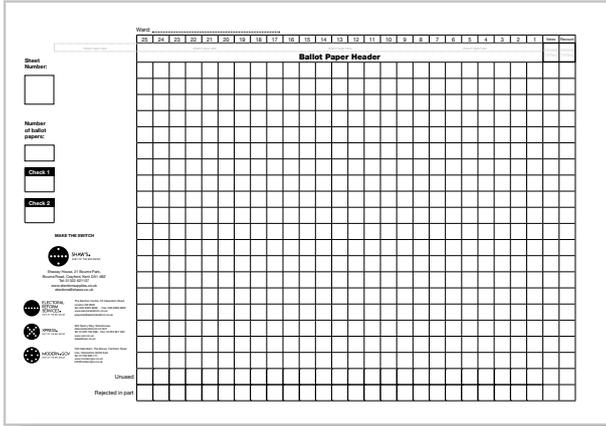


**Ballot Paper ‘Grass Skirt’ Sheets**

**Ref: LE121**

For use at the count for elections where there is the option to vote for more than one candidate, up to 19 candidates.

Ballot papers can be attached to the self-adhesive tape at the top of the sheet for an effective means of counting and verifying the number of votes for each candidate. Supplied in 50s. Size: 870mm wide x 610mm high



**Counting sheets**

Tally style counting sheets. Supplied in 10s

**Ref: LE19**

Max. 11 names, 524mm x 350mm

**Ref: LE19X**

Max. 22 names, 965mm x 350mm



**Security seal cutters**

**Ref: BBSC**

6" (150mm) cutters for safely removing ballot box seals, etc.



**Envelope slitter**

**Ref: SLI1**

Ideal for opening postal votes



**Thimblettes**

'Thimblette' rubber finger cones. All sizes supplied in 10s

**ETHXS** Extra small, size 00, red

**ETHS** Small, size 0, green

**ETHM** Medium, size 1, blue

**ETHL** Large, size 2, yellow

**ETHXL** Extra large, size 3, orange



**Stamps**

The rubber stamps listed below are stock items. All are available as traditional stamps requiring an ink pad or as self-inking stamps. **Other stamps with alternative wording are available to order – see page 18.**



**REJECTED**

Impression size 25mm x 4mm

Traditional rubber stamp – **Ref: RSR**

Self-inking rubber stamp with red ink – **Ref: RSRM**

**REJECTED**, with tick boxes for reasons (want of official mark, multiple vote, voter identified, unmarked or uncertain)

Impression size 57mm x 37mm

Traditional rubber stamp – **Ref: RSRR**

Self-inking rubber stamp with red ink – **Ref: RSRRM**

**REJECTED IN PART**

Impression size 70mm x 16mm

Traditional rubber stamp – **Ref: RSRP**

Self-inking rubber stamp with red ink – **Ref: RSRPM**

**REJECTION OBJECTED TO**

Impression size 48mm x 4mm

Traditional rubber stamp – **Ref: RSRO**

Self-inking rubber stamp with red ink – **Ref: RSROM**

**PROVISIONALLY REJECTED**

Impression size 44mm x 4mm

Traditional rubber stamp – **Ref: RSPR**

Self-inking rubber stamp with red ink – **Ref: RSPRM**

**ALLOWED**

Impression size 25mm x 4mm

Traditional rubber stamp – **Ref: RSA**

Self-inking rubber stamp with red ink – **Ref: RSAM**

**I AM IN THE QUEUE**

Impression size 36mm x 10mm

Traditional rubber stamp – **Ref: RSQ1**

Self-inking rubber stamp with red ink – **Ref: RSQ2**

**Stamp pad**

**Ref: RSPAD-RD**

Red ink pad for use with traditional rubber stamps

Size: 100mm x 60mm

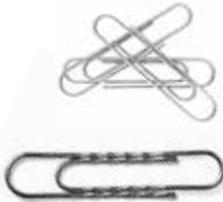
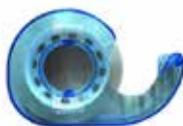
## Equipment for the Count continued

**Foldback clips****Ref: EBDC19**19mm foldback clip  
Supplied in 10s**Ref: EBDC50**50mm foldback clip  
Supplied in 10s**Elastic bands****Ref: ELAS19**Pack of No. 19 (89 x 1.5mm) elastic bands in resealable bag  
Approx. 1,335 bands**Ref: ELAS36**Pack of No. 36 (127 x 3mm) elastic bands in resealable bag  
Approx. 460 bands**Paper clips****Ref: EF1**

Box of 100 large plain paper clips, length 51mm

**Ref: EF2**

Box of 100 giant wavy paper clips, length 76mm

**Paper bands****Ref: LE111**Self-adhesive paper bands for holding counted ballot papers, length 500mm, width 25mm  
Supplied in 100s**Sticky notes****Ref: ES1**Repositionable sticky notes, yellow, size 75 x 75mm  
100 sheets per pad  
Pack of 12 pads**Post-It index notes****Ref: ES2**Repositionable sticky index notes, yellow  
50 flags per pack  
Supplied in packs of 2**Tape dispenser set****Ref: EAT2**Size: 75mm x 50mm x 14mm  
Tape: Approx. 20m long**Correction tape roller****Ref: EST001**No mess correction tape roller  
4.2mm wide x 8.5m long**Card inserts for identity badge holder****Ref: ID52** (Supplied free with ID50 – see page 11)

COUNT SUPERVISOR (ID52S); COUNTING ASSISTANT (ID52A); CANDIDATE (ID52C); ELECTION AGENT (ID52EA); COUNTING AGENT (ID52CA); GUEST (ID52G); OBSERVER (ID52OB)

*Other wording available on request***Pencil eraser****Ref: EST002**

Paper-sleeved, erases pencil marks without damaging the paper or leaving any trace

60mm x 21mm x 12mm

**Highlighters****Ref: EST005**Assorted wallet with one each of green, orange, pink, yellow  
1.5mm line width**Disinfectant wipes****Ref: EST020**Pack of extra strong antibacterial wipes  
50 wipes per pack

Quickly kills 99.9% of bacteria

**Permanent marker****Ref: EST004**

Can be used on most surfaces including plastic, wood, card and metal

Waterproof, smearproof and weather-resistant

Quick-drying, low odour ink

Bullet tip 2mm line width, black ink

**Clipboard****Ref: EST003**

Blue durable plastic clipboard for holding A4 documents

Pen holder space in clip

Ruler markings down both long edges

**BESPOKE COUNT SIGNAGE**

Please note that we are able to quote on bespoke signage relevant to the count.

We have produced bespoke signage for many authorities, including overhead ward signage and new panels for existing sign holders.

# EQUIPMENT FOR ACCESSIBILITY & INCLUSIVITY

## Accessibility VotePod™

Ref: VP02

The Shaw's Accessibility VotePod has a trapezium shaped writing surface shelf to enable use of Shaw's VotePod™ for disabled voters. Creates an opening width of 800mm when outer legs are adjusted as necessary to fit trapezium shelf. The shelf fits to lower shelf level for maximum accessibility.



## Combined single/disabled voting screen

Ref: VSC

H1870mm x W1500mm x D635mm. W: 24KG  
Dual purpose standard and accessibility booth



## Single voting screen for disabled voters

Ref: VSSD

Wider and with lower shelf for easy access  
H1870mm x W860mm x D635mm. W: 14KG

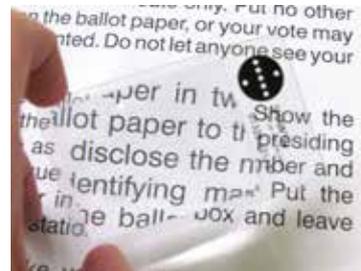


VSSD

## Ballot paper magnifier

Ref: MAG1

Credit card sized magnifier to assist persons with impaired vision



## Signage

LE105 DISABLED ACCESS, 180mm x 640mm (paper)



LE105B DISABLED ACCESS, reversible, 156mm x 720mm (Rigid Correx (lightweight plastic))



LE117B DISABLED PARKING ONLY, A3 (Rigid Correx (lightweight plastic))



## SPECIAL ORDER AND BESPOKE ITEMS

Shaw's product offering is not limited to the stock items described in this catalogue. We can supply and customise many additional items to special order. Below are some examples but we are always happy to try to source other equipment according to specific requirements. Please contact us with details for a quote.

### Notices, signs and posters

#### 'Ecoflex' pavement signs

Our pavement sign (see page 8) may be adapted to suit individual requirements and/or customised with an authority's name and logo.

#### Laminated signs and posters

We can produce laminated versions of any of our stock paper signs (detailed on page 9) on any standard paper size (A4, A3, A2, etc.).

We can also customise signs and posters with your choice of wording, e.g. PARKING FOR VOTERS; POLLING STATION OPEN.

#### Foamex rigid plastic signs

We can produce any of our stock paper signs on a rigid plastic material, 'Foamex', for increased durability.



### Rubber stamps

Further to our range of stock stamps detailed on page 15, we can also make to order stamps with your own choice of wording. Examples of stamps we have produced for some local authorities are:

VOTING FOR MORE ANSWERS THAN THE VOTER WAS ENTITLED TO  
REJECTED: DATE OF BIRTH MISMATCH

Made to order stamps are available in traditional rubber stamp style or self-inking.

### Counting trays

In addition to our two stock sizes of counting tray detailed on page 14, we can also source other sizes to order.

### High-visibility vests

High-visibility vests can be printed with any wording and logos. Examples of bespoke worded high-visibility vests we have produced for local authorities are:

**DEMOCRATIC SERVICES TEAM**

**VOTER REGISTRATION**

**ELECTION STAFF**

**COUNT STAFF**

**TABLE SUPERVISOR**

**ELECTORAL SERVICES TEAM**

**REMEMBER – JUST BECAUSE IT'S NOT IN THE CATALOGUE  
DOESN'T MEAN WE CAN'T SUPPLY IT!**

## Binding service for securing loose documents such as your Register of Electors, Council Minutes etc.

You may be surprised to learn that Shaw & Sons provide local authorities and other organisations with a secure system for the binding of meeting minutes and other important records.

For convenient long-term storage of loose documentation (such as your **Register of Electors**), we are able to fasten individual papers into book format and bind them into a hard-back case.

Our prices start from just £112.00 plus VAT for a single volume, full case-bound in a choice of coloured book cloth, including foil blocking of your council's details on the face and/or spine.

Please note:

- The maximum spine width of papers per volume can be no greater than 65mm. Spine widths greater than this value will need to be split into multiple volumes.
- Loose papers must be supplied in the order in which they are to be bound.
- Papers must be supplied without staples or paperclips.
- Each bundle of papers must be securely packed for transport in the sets to be bound.
- Each bundle must have a front sheet detailing the required bookcloth colour and the desired wording to be foiled on either the front or spine.
- Please note that the cost to collect one or two parcels is an additional £18.00 + VAT.



## Civic ceremonial items.

We have been supplying civic officers with all their civic paraphernalia for many years. Items we create to order include hand-illuminated or computer generated freedom scrolls, civic regalia, presses and seals, heraldic shields and plaques, gavels and blocks.

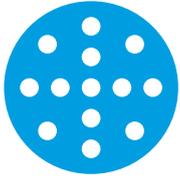
## Bespoke book design and manufacture service.

We create bespoke books and registers made to customers' exact individual requirements – from initial concept request to the design of page layouts. Books we have created for our customers include: Birth Registers, Rolls of Honorary Freedom, Mayor's Appeal Fund Registers, Parlour Books, Condolence Books, Visitors Books, Ecclesiastical Registers and Citizenship Registers.



We hope you found what you needed within these pages. However, if you didn't, let us know and we will do our very best to help you.

**Shaw's Elections Team**



**ERS GROUP.**

**FOR ALL YOUR  
ELECTION NEEDS.**

As an ERS Group company, Shaw's works seamlessly with colleagues from Xpress and Electoral Reform Services to help electoral administration teams deliver democratic services and meet their goals



## **ELECTORAL REFORM SERVICES.**

The UK's leading independent provider of end-to-end ballot, election and voting services.

### **Services include:**

- Poll Card, postal pack and ballot paper printing
- Canvass Services – printing, Automated HEF Response (AHR) services
- Xpress Print – managed ad hoc print and mail services
- Absent Vote Signature Refresh services – Print and Scan
- Business Improvement District Ballots



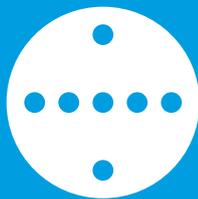
## **XPRESS.**

The market leader in election management software for local authorities.

### **Services include:**

- Xpress Register – for all your electoral registration needs, including the annual canvass
- Xpress Management – the election management system of choice for most local authorities
- Mobile Canvasser App – the App that will transform your annual canvass

Find out how we are making democracy happen.  
Call **01322 621100** or email [elections@shaws.co.uk](mailto:elections@shaws.co.uk)



**SHAW'S**  
PART OF THE ERS GROUP

**Specialists in materials for elections**

**Shaw & Sons Limited**

Shaway House, 21 Bourne Park, Bourne Road,  
Crayford, Kent DA1 4BZ

DX 400700 Crayford

Tel: 01322 621100

E-mail: [elections@shaws.co.uk](mailto:elections@shaws.co.uk)

[electionsupplies.co.uk](http://electionsupplies.co.uk)