

Annotated nomination papers – Principal Areas – England

1 Process and forms

1.1 Generally, there are three forms you must submit to make your nomination valid:

- Nomination form
- Home Address form
- Consent to nomination

You must deliver these forms by hand, and they must be originals - so not copies. Any documents sent by email or fax will not be accepted.

1.2 If you are standing on behalf of a registered political party, you will also need to submit:

- a certificate of authorisation
- an emblem request form, if you want an emblem on the ballot paper

These can be delivered by hand or by post but must be originals. Any documents sent by email or fax will not be accepted.

1.3 You may also submit an agent appointment form. This does not need to be submitted with your other nomination forms but must arrive before the deadline to be accepted. If you do not submit an agent appointment form, you become your own agent by default.

1.4 If you have any issues with completing your nomination forms, please contact the Election Office on 0121 569 3244 or electoral_services@sandwell.gov.uk

1.5 It is a good idea to have your nomination paperwork informally checked by the elections office before you formally submit it. This can be done via email to zoe_armstrong@sandwell.gov.uk or face to face. Please make an appointment by calling 0121 569 3244. This can allow you to make corrections or complete new nomination forms if there are any mistakes.

1.6 Once your nomination is formally submitted you cannot amend any details. But if you change your mind and no longer want to stand for election, you can withdraw your nomination until 4pm on 5 April 2024.

2 Further Information

Other useful guidance sources

[Guidance for Candidates and Agents at local government elections in England](#)

[The Local Elections \(Principal Areas\) \(England and Wales\) Rules 2006](#)

3 Annotated forms

These annotated forms cover areas of common confusion or difficulty for you to refer to as you complete your nomination paper.

Notes have been added to draw attention to areas where mistakes are often made, or where you are likely to have questions.

Form 1a – Nomination paper (header)

This section should be completed by election staff when the form is **formally submitted**.

The ward you are standing in should be added here.

Should be deleted to show if there is one or more vacancy in the division/ward.

| 1a – Nomination paper | | Office use only | | | |
|---|--------------------------------|-----------------|---------------|----------|----|
| Local government election in England | | Date received | Time received | Initials | No |
| *ELECTION OF COUNCILLORS / A COUNCILLOR for the | | | | | |
| Clearvale | electoral division/ward of the | | | | |
| county/district/London borough of *Delete whichever is inappropriate | Southmarsh | | | | |
| Date of election: | 2 May 2024 | | | | |

The name of the council should be added here.
E.g. SANDWELL

If you put the council's name in full this would not invalidate the nomination.

If it has not been pre-printed, the date of the election should be added here.

Form 1a – Nomination paper (Candidate's details)

The Candidate's details section must be completed in full before any electors sign the nomination paper

Full names must be added here – no initials.

Prefixes like Sir, or suffixes like Snr, must not be used.

It is not vital to complete this.

Titles will not appear on the ballot paper or other notices.

| Candidate's Details | | |
|--|----------------------|--|
| Candidate's surname | Smith | Mr/Mrs/Miss/ Ms/Dr/Other |
| Other forenames in full | Joseph | |
| Commonly used surname (if any) | | |
| Commonly used forenames (if any) | Jo | |
| Description (if any) Use no more than six words (see note 5) | Gold party candidate | |

The description may be left blank.

OR you could use the description 'Independent'.

OR - for political party candidates, you will need to enter the registered party name or description as authorised by the party. This must be as registered with the [Electoral Commission](#), and must match **EXACTLY** with the description authorised on Form 2 – the Certificate of Authorisation.

It is important to read [Electoral Commission Guidance](#) if a description is used.

This is optional.

If you are commonly known by a different name to your actual name, you should enter it here. Or, if you use one or more of your names given on your nomination paper in a different manner (e.g. if you are known by your middle name), you should enter it here.

The commonly used name will appear on the ballot paper and Statement of Persons Nominated instead of your actual name.

It is **important** to read [Electoral Commission Guidance](#) if a commonly used name is used.

Form 1a – Nomination paper (subscribers)

Should be deleted
as necessary.

| | | | | |
|--|----------------|--------------------|------------------|----------------|
| We, the undersigned, being local government electors for the said *electoral division/ ward, do hereby assent to the foregoing nomination *Delete whichever is inappropriate | | | | |
| | Signature | Print name | Electoral number | |
| | | | Polling District | Elector Number |
| Proposer | <i>S Jones</i> | <i>Sarah Jones</i> | <i>AE</i> | <i>123</i> |
| Seconder | <i>T Jones</i> | <i>Tom Jones</i> | <i>AE</i> | <i>124</i> |

You should include the polling district reference and elector number from the register in force when the Notice of Election is published.

The form must be signed by two registered electors, a proposer and seconder from the relevant division/ward.

If the Notice of Election has been published earlier than 26 March 2024, we can help you with elector numbers if you tell us the full name and address of each subscriber. Contact us via electoral_services@sandwell.gov.uk or 0121 569 3244

Each subscriber must sign the nomination form in the signature column. Their name must be printed too, preferably in capitals, and does not have to exactly match the name printed in the electoral register.

An elector must not sign more nomination papers than there are vacancies in the ward. If subscribers sign more nomination papers than there are vacancies, their signature will only be valid on the first papers delivered to the Returning Officer.

Form 1b – Home address form (header)

This section will be completed by election staff when your form is **formally submitted**.

| | | | | | |
|--|--|---------------------------------|---------------|----------|----|
| 1b – Home address form | | Office use only | | | |
| Local government elections in England | | Date received | Time received | Initials | No |
| *ELECTION OF COUNCILLORS / A COUNCILLOR for the | | | | | |
| Clearvale | | *electoral division/ward of the | | | |
| *county/district/London borough of *Delete whichever is inappropriate | | Southmarsh | | | |
| Date of election | | 2 May 2024 | | | |

The ward you are standing in should be added here.

The name of the council should be added here.
E.g. SANDWELL

If it has not been pre-printed, the date of the election should be added here.

Form 1b – Home address form (Part 1)

All candidates must complete Part 1 of Form 1b

This should be your actual full name, rather than any commonly used

Your home address must be given here:

- in full and without any abbreviations
- it must be your current home address
- it must not be a business address (unless you run a business from your home).

| | |
|---|--|
| Part 1: To be completed by all candidates in England | |
| Full name of candidate | Joseph Smith |
| Home address (in full) | 1 Forest Lane Southfold, S99 1ZW |
| Qualifying address: Add your qualifying address, or qualifying addresses (in full) to each of the relevant qualifications below (you can complete more than one qualification). | |
| Qualifications that apply (tick those which apply) | Address |
| (a) I am registered as a local government elector for the area of the *county/district/London borough named above | <input checked="" type="checkbox"/> 1 Forest Lane Southfold, S99 1ZW |
| (b) I have during the whole of the preceding 12 months occupied as owner or tenant land or other premises in the area named above | <input type="checkbox"/> |
| (c) my principal or only place of work during the preceding 12 months has been in the *county/district/London borough named above | <input checked="" type="checkbox"/> Dr Jo's Medical Practice 1 High Street Northfold, S99 2AB |
| (d) I have during the whole of the preceding 12 months resided in the *county/district or London borough named above | <input type="checkbox"/> |
| Witness details | |
| Full name of the person who will witness the candidate's consent to nomination form | Sidney Jackson Brown |
| Full home address of the person who will witness the candidate's consent to nomination form | 3 Forest Lane Southfold, S99 1ZW |

A full address should be written next to **each** qualification that applies to you.

If relevant, a different address may be used for each qualification.

At least one must match information you give on Form 1c.

There are no restrictions on who can be a witness, but the same person must also witness Form 1c.

Form 1b – Home address form (Part 2)

Candidates who do not want their home address printed on the ballot paper must complete and sign Part 2 of Form 1b.

Part 2 should be submitted whether it is completed or not.

Part 2: To be completed only if you do not wish your home address to be made public.

Note: Please submit this part (part 2) of the home address form with your nomination papers, even if your home address is to be made public.

If you request that your home address is not made public then your address will not appear on the statement of persons nominated, notice of poll or the ballot paper. Instead the name of the relevant area in which your home address is situated (or country, if outside the UK), as explained below, will appear on the statement of persons nominated, notice of poll and the ballot papers.

Statement: I require my home address not to be made public

The relevant area my home address is situated in:

Southmarsh

(insert name of relevant area)¹

OR

My home address is situated outside the UK. My home address is situated in:

(insert name of country)

Signature of candidate (only required where Part 2 above has been completed)

Candidate's signature:

J. Smith

Date:

31 March 2024

If either of the two boxes above have been completed the form must be signed and dated.

The relevant area is the county/district/London borough your home address is in.

For example, if your home address is in the Sandwell Council area, the name of the relevant area is 'SANDWELL'

For more information see the [Electoral Commission Guidance](#).

Form 1c – Consent to nomination

The entire form must be submitted.

| 1c – Candidate's consent to nomination | | Office use only | |
|--|----------------------|--------------------------|---------------|
| Local government elections in England | | Date received | Time received |
| | | Initials | No |
| <p><small>*You must declare that you meet at least one of the listed qualification(s) below and may declare more than one qualification if applicable. To do this, strike through any that do not apply. Any qualification(s) that apply must match the information given on your home address form.</small></p> | | | |
| Date of election: | 2 May 2024 | | |
| I (name in full): | Joseph Smith | | |
| hereby consent to my nomination as a candidate for election as councillor for the: | Clearvale | *electoral division/ward | |
| of the *county/district/London borough of: | Southmarsh | | |
| <p>I declare that on the day of my nomination, I am qualified and that, if there is a poll on the day of election, I will be qualified to be so elected by virtue of being on that day or those days a qualifying Commonwealth citizen, a citizen of the Republic of Ireland or a citizen of a Member State of the European Union, who has attained the age of 18 years and that:</p> | | | |
| <p>*a. I am registered as a local government elector for the area of the *county/district/London borough named above; or</p> | | | |
| <p>*b. I have during the whole of the 12 months preceding that day, or those days, occupied as owner or tenant land or other premises in the area named above; or</p> | | | |
| <p>*c. my principal or only place of work during those 12 months has been in the *county/district/London borough named above; or</p> | | | |
| <p>*d. I have during the whole of those 12 months resided in the *county/district or London borough named above.</p> | | | |
| <p>I declare that to the best of my knowledge and belief I am not disqualified for being elected by reason of any disqualification set out in, or decision made under, sections 80 or 81A of the Local Government Act 1972 or section 34 of the Localism Act 2011, or section 30 of the Elections Act 2022 (copies of which are printed overleaf), and I do not hold a politically restricted post, within the meaning of Part 1 of the Local Government and Housing Act 1989, under a local authority, within the meaning of that Part.</p> | | | |
| <p>Note 1: A candidate who is qualified by more than one qualification may complete any of those which may apply.</p> | | | |
| <p>Note 2: Disqualifications set out under s.81A of the Local Government Act 1972 only apply to a person who is subject to any relevant notification requirements, or a relevant order, made on or after 28 June 2022.</p> | | | |
| Date of birth: | 23/04/1991 | | |
| Signature: | J Smith | | |
| Date of consent: | 20 March 2024 | | |
| <p>Witness: I confirm the above-mentioned candidate signed the declaration in my presence.</p> | | | |
| Witness (name in full): | Sidney Jackson Brown | | |
| Witness's signature: | S J Brown | | |

You must strike through any qualification that does not apply, leaving at least one not struck through.

The qualifications which apply must match the information you give in Part 1 of Form 1b.

This should be your actual full name (rather than commonly used name) as given in Form 1a.

You must sign here, and the date should not be earlier than 2 March 2024.

You must be 18 or over on the **date the nomination paper is submitted.**

This must be the same person who witnessed Part 1 of Form 1b.

Form 2 – Certificate of authorisation

**For party
candidates only**

| | | | | |
|--|-----------------|---------------|----------|----|
| 2 – Certificate of authorisation | Office use only | | | |
| Local government elections in England | Date received | Time received | Initials | No |

| | | | |
|---|--|-------------------|------------|
| Details of candidate to be authorised and the allowed description/party name | | | |
| Ward/division name: | Clearvale | Date of election: | 2 May 2024 |
| The candidate (name in full): | Joseph Smith | | |
| Name of political party: | Gold Party Political party registered with the Electoral Commission | | |
| I hereby certify that the candidate may include the following registered description or party name in their nomination form: | Gold party candidate | | |
| Note: it is an offence to sign this form if you are not the party's registered nominating officer or authorised to do so by the party's registered nominating officer | | | |
| Signature of party's registered Nominating Officer (or person authorised by the registered Nominating Officer): | H Robertson | | |
| Name of person signing this form: | Hugh Robertson | | |
| Date: | 31 March 2024 | | |

If you are authorised to use a specific registered description or party name, it should be written here. **It must match the description you give on Form 1a.**

Or, if you are authorised to choose from a range of registered descriptions or party names, it should say 'any registered description or the party's name as registered with the Electoral Commission'.

Check the [Electoral Commission website](#) for descriptions.

Must be signed by the party's Nominating Officer or someone authorised by them

Registered party names and descriptions can be found on the [Electoral Commission website](#)

Search the registration details of the party and click for more details to view the descriptions available to choose from.

Form 3 – Emblem request form

For party candidates only

(To request an emblem as registered with the EC)

| | | | | |
|---------------------------------------|-----------------|---------------|----------|----|
| 3 – Request for a party emblem | Office use only | | | |
| Local government elections in England | Date received | Time received | Initials | No |

| | | | |
|---|---------------------------------------|-------------------|------------|
| Candidate's request for use of an emblem | | | |
| Ward/division name: | Clearvale | Date of election: | 2 May 2024 |
| Candidate name in full: | Joseph Smith | | |
| I request that the ballot paper shall contain, against my name, the following registered emblem (please identify which emblem if the party has registered more than one): | | | |
| Emblem to be used (Please use name or description as on the Electoral Commission's website): | Gold medal – England version (ID 999) | | |
| Candidate's signature: | J Smith | | |
| Date: | 31 March 2024 | | |

This should be the name registered with the Electoral Commission e.g., "Emblem for use in England" or "Emblem ID 999".

This must be signed by you.

Emblems can be found on the [Electoral Commission website](#) by searching the registration details for the party and clicking for more details to view the emblems

Form 4 – Agent notification form

Optional – if you do not appoint an agent, you will become your own agent by default.

| 4 – Notification of an election agent | | Office use only | |
|---------------------------------------|------------|-----------------|---------------|
| Local government elections in England | | Date received | Time received |
| Ward/division name | Clearvale | | |
| Date of election: | 2 May 2024 | | |

| Candidate's notification of their election agent | |
|--|---|
| I, (Candidate name in full): | Joseph Smith |
| Hereby declare that the name and address of my election agent is: | |
| Agent's name: | Emma White |
| Agent's address (in full): | 10 Marine Road, Whitecoast, W12 3AB |
| The office address of my election agent to which all claims, notices, legal process and the other documents may be sent is: | |
| Agent's office address (in full): | Gold Party Office, 8 Main Street, Northfold, S99 3XY |
| Candidate's signature (or of person authorised to act on behalf of candidate): | JSmith |
| Date: | 31 March 2024 |
| Confirmation of acceptance by election agent | |
| I [agent named above] confirm my acceptance as the election agent for the above named candidate. | |
| I understand that I must carry out my duties according to law. I understand that there are penalties if I fail to fulfil my duties according to law. | |
| Agent's signature: | EBWhite |
| Date: | 31 March 2024 |

| Agent's other details in case of query (optional – will not be published) | |
|---|---------------------------------|
| Home telephone: | 01742 555555 |
| Work telephone: | 01742 444444 |
| Mobile telephone: | 09777 444444 |
| Email address: | 3bwhite5544@goldpartymail.co.uk |

Must be a physical address, within the council area, or in a constituency within the local government area, or in a district, borough, Welsh county/ county borough adjoining it.

The agent's office address will appear on the Notice of Election Agents.

It is useful to provide this information in case of query or follow up contact.

If you appoint yourself as your election agent, but are withholding your home address from the ballot paper and do not want it to appear on the Notice of Election Agents, you can provide an office address which is different to your home address.

For more information see the [Electoral Commission guidance](#)

Appendix A – Example of correctly completed nomination

| | | | |
|--|---|-----------------|---------------|
| 1a – Nomination paper | | Office use only | |
| Local government election in England | | Date received | Time received |
| | | Initials | No |
| *ELECTION OF COUNCILLORS / A COUNCILLOR for the | | | |
| <i>Clearvale</i> | electoral division/ward of the | | |
| county/district/London borough of *Delete whichever is inappropriate | <i>Southmarsh</i> | | |
| Date of election: | <i>2 May 2024</i> | | |

| Candidate's Details | |
|--|--|
| Candidate's surname | <i>Smith</i> Mr/Mrs/Miss/ Ms/Dr/Other |
| Other forenames in full | <i>Joseph</i> |
| Commonly used surname (if any) | |
| Commonly used forenames (if any) | <i>Jo</i> |
| Description (if any) Use no more than six words (see note 5) | <i>Gold party candidate</i> |

| We, the undersigned, being local government electors for the said *electoral division/ ward, do hereby assent to the foregoing nomination *Delete whichever is inappropriate | | | | |
|---|----------------|--------------------|------------------|----------------|
| | Signature | Print name | Electoral number | |
| | | | Polling District | Elector Number |
| Proposer | <i>S Jones</i> | <i>Sarah Jones</i> | <i>AE</i> | <i>123</i> |
| Seconder | <i>T Jones</i> | <i>Tom Jones</i> | <i>AE</i> | <i>124</i> |

| | | | |
|--|------------|---------------------------------|---------------|
| 1b – Home address form | | Office use only | |
| Local government elections in England | | Date received | Time received |
| | | Initials | No |
| *ELECTION OF COUNCILLORS / A COUNCILLOR for the | | | |
| Clearvale | | *electoral division/ward of the | |
| *county/district/London borough of *Delete whichever is inappropriate | | Southmarsh | |
| Date of election: | 2 May 2024 | | |

You must complete Part 1

Only complete Part 2 if you do not wish your home address to be made public

| | |
|---|--|
| Part 1: To be completed by all candidates in England | |
| Full name of candidate | Joseph Smith |
| Home address (in full) | 1 Forest Lane Southfold, S99 1ZW |
| Qualifying address: Add your qualifying address, or qualifying addresses (in full) to each of the relevant qualifications below (you can complete more than one qualification). | |
| Qualifications that apply (tick those which apply) | Address |
| (a) I am registered as a local government elector for the area of the *county/district/London borough named above | ✓ 1 Forest Lane Southfold, S99 1ZW |
| (b) I have during the whole of the preceding 12 months occupied as owner or tenant land or other premises in the area named above | |
| (c) my principal or only place of work during the preceding 12 months has been in the *county/district/London borough named above | ✓ Dr Jo's Medical Practice 1 High Street Northfold, S99 2AB |
| (d) I have during the whole of the preceding 12 months resided in the *county/district or London borough named above | |
| Witness details | |
| Full name of the person who will witness the candidate's consent to nomination form | Sidney Jackson Brown |
| Full home address of the person who will witness the candidate's consent to nomination form | 3 Forest Lane Southfold, S99 1ZW |

Part 2: To be completed only if you do not wish your home address to be made public.

Note: Please submit this part (part 2) of the home address form with your nomination papers, even if your home address is to be made public.

If you request that your home address is not made public then your address will not appear on the statement of persons nominated, notice of poll or the ballot paper. Instead the name of the relevant area in which your home address is situated (or country, if outside the UK), as explained below, will appear on the statement of persons nominated, notice of poll and the ballot papers.

Statement: I require my home address not to be made public

The relevant area my home address is situated in:

Southmarsh

(insert name of relevant area)¹

OR

My home address is situated outside the UK. My home address is situated in:

(insert name of country)

Signature of candidate (only required where Part 2 above has been completed)

Candidate's signature:

J. Smith

Date:

31 March 2024

Deliver both Parts 1 and 2 with the nomination paper to the Returning Officer by no later than **4pm** on the last day to deliver nominations

¹ the name of the "relevant area" in which your home address is situated (if your home address is in the UK)

• **For home addresses in England:**

- if the address is within a district for which there is a district council, that district;
- if the address is within a county in which there are no districts with councils, that county;
- if the address is within a London borough, that London borough;
- if the address is within the City of London (including the Inner and Middle Temples), the City of London; and
- if the address is within the Isles of Scilly, the Isles of Scilly

• **For home addresses in Wales:**

- if the address is within a county, that county;
- if the address is within a county borough, that county borough

• **For home addresses in Scotland:**

- the local government area in which the address is situated

• **For home addresses in Northern Ireland:**

- the local government district in which the address is situated

Note: The relevant area should be given in the format described above and is not the ward or parish, nor should the local authority name be given in full

| 1c – Candidate's consent to nomination | | Office use only | |
|--|----------------------|---------------------------|---------------|
| Local government elections in England | | Date received | Time received |
| | | Initials | No |
| <p>*You must declare that you meet at least one of the listed qualification(s) below and may declare more than one qualification if applicable. To do this, strike through any that do not apply. Any qualification(s) that apply must match the information given on your home address form.</p> | | | |
| Date of election: | 2 May 2024 | | |
| I (name in full): | Joseph Smith | | |
| hereby consent to my nomination as a candidate for election as councillor for the: | Clearvale | *electoral division/ ward | |
| of the *county/district/London borough of: | Southmarsh | | |
| <p>I declare that on the day of my nomination, I am qualified and that, if there is a poll on the day of election, I will be qualified to be so elected by virtue of being on that day or those days a qualifying Commonwealth citizen, a citizen of the Republic of Ireland or a citizen of a Member State of the European Union, who has attained the age of 18 years and that:</p> | | | |
| <p>*a. I am registered as a local government elector for the area of the *county/district/London borough named above; or</p> | | | |
| <p>*b. I have during the whole of the 12 months preceding that day, or those days, occupied as owner or tenant land or other premises in the area named above; or</p> | | | |
| <p>*c. my principal or only place of work during those 12 months has been in the *county/district/London borough named above; or</p> | | | |
| <p>*d. I have during the whole of those 12 months resided in the *county/district or London borough named above.</p> | | | |
| <p>I declare that to the best of my knowledge and belief I am not disqualified for being elected by reason of any disqualification set out in, or decision made under, sections 80 or 81A of the Local Government Act 1972 or section 34 of the Localism Act 2011, or section 30 of the Elections Act 2022 (copies of which are printed overleaf), and I do not hold a politically restricted post, within the meaning of Part 1 of the Local Government and Housing Act 1989, under a local authority, within the meaning of that Part.</p> | | | |
| <p>Note 1: A candidate who is qualified by more than one qualification may complete any of those which may apply.</p> | | | |
| <p>Note 2: Disqualifications set out under s.81A of the Local Government Act 1972 only apply to a person who is subject to any relevant notification requirements, or a relevant order, made on or after 28 June 2022.</p> | | | |
| Date of birth: | 23/04/1991 | | |
| Signature: | JS Smith | | |
| Date of consent: | 20 March 2024 | | |
| <p>Witness: I confirm the above-mentioned candidate signed the declaration in my presence.</p> | | | |
| Witness (name in full): | Sidney Jackson Brown | | |
| Witness's signature: | SJ Brown | | |

| | | | | |
|--|-----------------|---------------|----------|----|
| 2 – Certificate of authorisation | Office use only | | | |
| Local government elections in England | Date received | Time received | Initials | No |

To accompany the nomination of a candidate standing on behalf of a registered political party. (Note: candidates standing on behalf of two or more parties require a certificate from each party and each must allow the same registered joint description to be used).

This certificate must be issued by the registered Nominating Officer of the party or by a person authorised to sign on their behalf.

This certificate authorises the candidate to use a specific registered description or the name of the party as registered with the Electoral Commission, or to use 'any registered description or the party name as registered with the Electoral Commission'.

This authorised party name or description can then be included by the candidate on the nomination form. It is this which will appear as their description on the ballot paper. Party names and registered descriptions are listed on the Electoral Commission's website (<http://search.electoralcommission.org.uk>).

| Details of candidate to be authorised and the allowed description/party name | | | |
|---|--|-------------------|------------|
| Ward/division name: | Clearvale | Date of election: | 2 May 2024 |
| The candidate (name in full): | Joseph Smith | | |
| Name of political party: | Gold Party Political party registered with the Electoral Commission | | |
| I hereby certify that the candidate may include the following registered description or party name in their nomination form: | Gold party candidate | | |
| Note: it is an offence to sign this form if you are not the party's registered nominating officer or authorised to do so by the party's registered nominating officer | | | |
| Signature of party's registered Nominating Officer (or person authorised by the registered Nominating Officer): | H Robertson | | |
| Name of person signing this form: | Hugh Robertson | | |
| Date: | 31 March 2024 | | |

This form must be delivered to the Returning Officer by no later than 4pm on the last day to deliver nominations.

| | | | | |
|--|-----------------|---------------|----------|----|
| 3 – Request for a party emblem | Office use only | | | |
| Local government elections in England | Date received | Time received | Initials | No |

This form is for a candidate of a political party who is subject to a certificate of authorisation and who wishes to have a party emblem printed on the ballot paper next to their name.

Party emblems are listed on the Electoral Commission's website (<http://search.electoralcommission.org.uk>).

This form must be signed by the candidate.

| | | | |
|---|---------------------------------------|-------------------|------------|
| Candidate's request for use of an emblem | | | |
| Ward/division name: | Clearvale | Date of election: | 2 May 2024 |
| Candidate name in full: | Joseph Smith | | |
| I request that the ballot paper shall contain, against my name, the following registered emblem (please identify which emblem if the party has registered more than one): | | | |
| Emblem to be used (Please use name or description as on the Electoral Commission's website): | Gold medal – England version (ID 999) | | |
| Candidate's signature: | J. Smith | | |
| Date: | 31 March 2024 | | |

This form is only effective if delivered for a candidate standing on behalf of a political party to the Returning Officer by no later than 4pm on the last day to deliver nominations.

Candidates standing on behalf of more than one political party and using a joint description may choose one emblem from one of the parties that you are standing for. Please indicate the name of the party and the emblem name in the 'Emblem to be used' box above.

| 4 – Notification of an election agent | | Office use only | |
|---------------------------------------|------------|-----------------|---------------|
| Local government elections in England | | Date received | Time received |
| | | Initials | No |
| Ward/division name | Clearvale | | |
| Date of election: | 2 May 2024 | | |

| Candidate's notification of their election agent | |
|--|---|
| I, (Candidate name in full): | Joseph Smith |
| Hereby declare that the name and address of my election agent is: | |
| Agent's name: | Emma White |
| Agent's address (in full): | 10 Marine Road, Whitecoast, W12 3AB |
| The office address of my election agent to which all claims, notices, legal process and the other documents may be sent is: | |
| Agent's office address (in full): | Gold Party Office, 8 Main Street, Northfold, S99 3XY |
| Candidate's signature (or of person authorised to act on behalf of candidate): | JSmith |
| Date: | 31 March 2024 |
| Confirmation of acceptance by election agent | |
| I [agent named above] confirm my acceptance as the election agent for the above named candidate. I understand that I must carry out my duties according to law. I understand that there are penalties if I fail to fulfil my duties according to law. | |
| Agent's signature: | EBWhite |
| Date: | 31 March 2024 |

| Agent's other details in case of query (optional – will not be published) | |
|---|---------------------------------|
| Home telephone: | 01742 555555 |
| Work telephone: | 01742 444444 |
| Mobile telephone: | 09777 444444 |
| Email address: | 3bwhite5544@goldpartymail.co.uk |

Return to the Returning Officer by no later than 4pm on the last day to deliver nominations.