

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					
Clearvale		electoral division/ward of the			
county/district/London borough of *Delete whichever is inappropriate		Southmarsh			
Date of election:		**/**/****			

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	

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	S Jones	Sarah Jones	AE	123
Seconder	T Jones	Tom Jones	AE	124

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:		**/**/****	

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:	**/**/****

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

*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.

Date of election:	**/**/****		
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		
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, a qualifying EU citizen, or an EU citizen with retained rights, who has attained the age of 18 years and that:			
*a. I am registered as a local government elector for the area of the *county/district/London borough named above; or			
*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			
*c. my principal or only place of work during those 12 months has been in the *county/district/London borough named above; or			
*d. I have during the whole of those 12 months resided in the *county/district or London borough named above.			
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.			
Note 1: A candidate who is qualified by more than one qualification may complete any of those which may apply.			
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.			
Date of birth:	23/04/1991		
Signature:	J Smith		
Date of consent:	**/**/****		

Witness: I confirm the above-mentioned candidate signed the declaration in my presence.

Witness (name in full):	Sidney Jackson Brown
Witness's signature:	S J 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:	**/**/****
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:	**/**/****		

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:	**/**/****
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:	JSmith		
Date:	**/**/****		

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
Ward/division name	Clearvale		
Date of election:	**/**/****		

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:	**/**/****
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:	**/**/****

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.