

Annotated nomination papers – UK Parliamentary election

Introduction

- 1.1 The nominations process is a key element in the administration of elections, and at scheduled elections there can be numerous nomination papers to process from multiple candidates/agents with varying levels of experience.
- 1.2 This document, which includes annotated nomination forms, has been produced as a guide for Acting Returning Officers (ARO) in England and Wales, Returning Officers (RO) in Scotland, their deputies/deputes, and any staff appointed to assist with the checking of nomination papers. The notes cover points that commonly cause confusion or difficulty, which staff can refer to when checking that a nomination paper is completed properly.
- 1.3 The examples given in this document take account of changes to legislation taking place **on or after 2 May 2024**.

Contents	Pages
Process and forms	2
Key statutory references	3
Annotated forms	4-15
Appendix A – Example of correctly completed nomination paperwork	16-23



2 Process and forms

2.1 Generally, there are three documents that all candidates must submit to make their nomination valid:

- Nomination form
- Home Address form
- Consent to nomination

These forms must be delivered by hand, must be originals not copies and anything received by email/fax will not be valid.

2.2 Candidates standing on behalf of a registered political party will also need to submit:

- a certificate of authorisation
- an emblem request form (if they want an emblem on the ballot paper)

These can be delivered by hand or by post but must be originals and anything received by email/fax will not be valid.

2.3 UK Parliamentary candidates also need to pay a deposit of £500. The (A)RO will have provided instructions about how this could be paid, for example in cash or by banker's draft.

2.4 Candidates may also submit an election agent appointment form, which is not required to determine their nomination, and does not necessarily need to be submitted at the same time as the other nomination forms. However, it does have the same deadline. Where a candidate does not submit an agent appointment form, they will become their own election agent by default.

2.5 An election agent in a county constituency may appoint sub-agents to act on their behalf. No sub-agents can be appointed in a borough (or burgh) constituency. The appointment of sub-agents must be in writing to the (A)RO no later than two days prior to the poll.

2.6 Any issues which are unclear when processing nominations must be escalated to the (A)RO.

2.7 It is good practice to informally check nomination papers before their formal submission. This can allow candidates or agents to make any corrections or complete new nomination forms as necessary.



- 2.8 After informally checking nomination papers, and any issues have been addressed, candidates should be invited to formally submit the nomination paper. It is at that point that staff should record the date and time received, and number the form(s) in the order in which they are submitted.
- 2.9 If a candidate is validly nominated by more than one form, they may request that the details of their proposers, seconders and other subscribers for up to two more valid nomination forms be added to the statement of persons nominated. As such, the statement should have space to enable the names of up to 30 subscribers to be added if requested.
- 2.10 Once a nomination has been formally submitted a candidate cannot amend any details. But if a candidate changes their mind and they no longer want to stand for election, they can withdraw within the time for the delivery of nomination papers at the election.

3 Key Statutory References

Key statutory references

[Schedule 1, Representation of the People Act 1983](#)

Other useful guidance sources

[Guidance for \(Acting\) Returning Officers administering a UK Parliamentary election in Great Britain \(General election\)](#)

[Guidance for Candidates and Agents at UK Parliamentary general elections in Great Britain](#)

4 Annotated forms

- 4.1 These annotated forms cover areas that commonly cause confusion or difficulty, which staff can refer to when checking that a nomination paper is completed properly. Notes have been added to draw attention to the areas where candidates may have questions or made errors, and to remind staff where they need to add details.



Form 1a – Nomination paper (header)

This section should be completed by (A)RO staff when the form is **formally submitted**.
Number the form sequentially in order of delivery/processing.

Office Unit ID	Date received	Form received	Initials	Number

1a	UK Parliamentary election	Nomination paper	
Election of a member to serve in Parliament for the	Southmarsh East Constituency	Date of election	**/**/****

The name of the constituency should be given here.
Check the name of the constituency is correct, the next UK Parliamentary General election will take place on new constituency boundaries. Many constituency names have changed.

If it has not been pre-printed; the date of the election should be given.

A candidate may deliver multiple nomination forms, up to a maximum of three. Confirm the order in which they want the forms to appear on the Statement of Persons Nominated.

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 (e.g., Sir) or suffixes (e.g., Snr) must not be used.

We, the undersigned, being electors for the said Constituency, do hereby nominate the under-mentioned person as a candidate at the said election

Candidate’s Details	
Candidate’s surname	Smith
Other names in full	Joseph
Commonly used surname (if any)	
Commonly used forenames (if any)	Jo
Description (if any) See note 5 overleaf	Gold party candidate

The description may be left blank.

OR the candidate could use the description ‘Independent’.

OR - for political party candidates, they would 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.

OR the Speaker of the House of Commons can use the following description: “The Speaker seeking re-election”.

It is important to read the [EC \(A\)RO Guidance](#) if a description is used.

This is optional.

If the candidate is commonly known by a different name to their actual name, this/these should be entered here.

Or, if they use one or more of their names given on the nomination paper in a different manner (e.g. if they are known by their middle name), they should enter it here.

The commonly used name will then appear on the ballot paper and the Statement of Persons Nominated (SOPN) instead of the actual name.

Usually, you will take the commonly used name at face value, but it may be rejected if it is obscene or offensive, or its use could mislead or confuse electors.

It is important to read the [EC \(A\)RO Guidance](#) if a commonly used name is used.



Form 1a – Nomination paper (subscribers)

Subscribers				
	Signatures	Print name (optional)	Electoral Number	
			Distinctive letter	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>
We, the undersigned, being electors for the said Constituency, do hereby assent to the foregoing nomination				
1	<i>R Taylor</i>	<i>Bob Taylor</i>	<i>AA</i>	<i>12</i>
2	<i>D Taylor</i>	<i>Doris Taylor</i>	<i>AA</i>	<i>13</i>
3	<i>W Jones</i>	<i>William Jones</i>	<i>AB</i>	<i>805</i>
4	<i>Anne Smith</i>	<i>Anne Smith</i>	<i>AA</i>	<i>222</i>
5	<i>M Smith</i>	<i>Matthew Smith</i>	<i>AA</i>	<i>224</i>
6	<i>D C Williams</i>	<i>David Williams</i>	<i>AC</i>	<i>701</i>
7	<i>S Williams</i>	<i>Susan Williams</i>	<i>AC</i>	<i>702</i>
8	<i>P Williams</i>	<i>Peter Williams</i>	<i>AC</i>	<i>701/1</i>

The candidate should include the polling district reference and elector number from the register in force when the Notice of Election (NOE) is published.

The form must be signed by registered electors, a proposer, seconder and 8 assentors from the constituency.

Prior to the publication of the NOE, you can assist candidates/agents with elector numbers providing they tell you the full name and address of the subscribers.

Each subscriber must sign the nomination form in the signature column. Their name may be printed too, preferably in capitals and does not have to match the name as printed in the register. If this column is not completed it does not invalidate the nomination.

The details of the subscribers should be input into the election management software to check that they are registered.

For further information see the [EC \(A\)RO Guidance](#)



Form 1b – Home address form (header)

This section should be completed by (A)RO staff when the form is **formally submitted**.



Office Use only	Date received	Time received	Initials	Number

1b	UK Parliamentary election	Home address form
----	---------------------------	-------------------

Constituency name	<i>Southmarsh East</i>	Date of election	<i>**/**/****</i>
-------------------	------------------------	------------------	-------------------



The name of the constituency should be given here.



If it has not been pre-printed; the date of the election should be given.



Form 1b – Home address form (Part 1)

All candidates must complete Part 1 of Form 1b

The home address of the candidate must be given here:

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

For further information see the [EC \(A\)RO Guidance](#).

This should be the actual full name (rather than commonly used name). Check it is the same full name as given in Form 1a.

Part 1: To be completed by all candidates

Full name of candidate	Joseph Smith
Home address (in full)	1 Forest Lane, Southfold
Postcode	SG9 1ZW
End of Part 1	



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	
If you request that your home address is not made public then your address will not appear on the statement of persons nominated or the ballot paper	
If you choose not to make your home address public, the constituency or relevant area (see note overleaf) in which your home address is located (or country, if outside the UK) will appear on the statement of persons nominated and the ballot papers	
Statement: I require my home address not to be made public	
The constituency or relevant area which my home address is located in:	Southmarsh East <small>(insert name of parliamentary constituency or relevant area)</small>
Or	
My home address is outside the UK. My home address is located in:	<small>(insert name of country)</small>
Signature of candidate (only required where Part 2 above has been completed)	
Candidate's signature:	<i>J. Smith</i>
Date:	**/**/****

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

The candidate can choose to give the name of the UK Parliamentary constituency OR the relevant area in which their home address is situated (if their home address is in the UK), OR, if they live outside the UK, the country in which their home address is situated.

The relevant area is the county/district/London borough/county borough/local government area/local government district (as appropriate) in which the home address is situated.

For example, if the candidate's home address is in the Southmarsh District Council area, the name of the relevant area is 'Southmarsh'.

In this example, the candidate is using the name of the constituency.

For further information see the [EC \(A\)RO Guidance](#).



Form 1c – Consent to nomination

The entire form must be submitted.

Office	Units received	Forms received	Initials	Name

1c	UK Parliamentary election	Consent to nomination
----	---------------------------	-----------------------

Constituency name	Southmarsh East	Date of election	**/**/****
-------------------	-----------------	------------------	------------

Candidate's details and declaration

I:	Joseph Smith	(candidate name in full)
----	--------------	--------------------------

hereby consent to my nomination as a candidate for election as member of the UK Parliament for the constituency named above

I declare that I am not a candidate at an election for any other constituency where the date of poll is the same as for this election

I declare that I am aware of the provisions of the House of Commons Disqualifications Act 1975 (as amended) and to the best of my knowledge and belief I am not disqualified from membership of the House of Commons

My date of birth is:	Day (DD)	Month (MM)	Year (YYYY)
	23	04	1993

Note: It is an offence to make a false declaration

Candidate's signature:	J Smith	Date:	**/**/****
------------------------	---------	-------	------------

Witness details

I confirm the candidate named above signed this declaration in my presence

Witness (name in full):	Sidney Jackson Brown
-------------------------	----------------------

of (address in full):	3 Forest Lane, Southfold, S99 1ZW
-----------------------	-----------------------------------

Witness' signature:	SJ Brown	Date:	**/**/****
---------------------	----------	-------	------------

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

The candidate must sign here, and the date should not be earlier than 1 month before the deadline for nominations.

Candidate must be 18 or over on the **date of submitting the nomination paper.**

There are no restrictions on who can be a witness.



Form 2 – Certificate of authorisation

For party candidates only

Office Name Date	Date received	Time involved	Initials	Number

2	UK Parliamentary election	Certificate of authorisation
---	---------------------------	------------------------------

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

Constituency name	Southmarsh East	Date of election	**/**/****
-------------------	-----------------	------------------	------------

Details of candidate to be authorised and the allowed description/party name	
The candidate (name in full):	Joseph Smith
Name of political party as registered with the Electoral Commission:	Gold party
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:	**/**/****

If the candidate is authorised to use a specific registered description or the party name, it should be written here. **Must match description on Form 1a.**

Or, if the candidate is authorised to choose, it should say 'any registered description or the party's name as registered with the Electoral Commission'.

Check the [EC website](#) for descriptions.

Must be signed by the party's Nominating Officer or someone authorised by them – no need to check authority granted.

Registered party names and descriptions can be found on the Electoral Commission website:
<http://search.electoralcommission.org.uk/>
 by searching the registration details of the party and clicking for more details to view the descriptions



Form 3 – Emblem request form
(To request an emblem as registered with the EC)

For party candidates only

Office Use only	Date received	Time received	Initials	Number

3	UK Parliamentary election	Request for a party emblem
---	---------------------------	----------------------------

Candidate's request for use of an emblem			
Constituency name:	Southmarsh East	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 Electoral Commission website):	Gold medal – England version (ID 999)		
Candidate's signature:	<i>J. Smith</i>		
Date:	**/**/****		

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

Must be signed by the candidate.

Emblems can be found on the Electoral Commission website: <http://search.electoralcommission.org.uk/>
by searching the registration details for the party and clicking for more details to view the emblems
The (A)RO may supply a printout of the emblems for checking purposes – it would be considered good practice to



Form 4 – Agent notification form

Optional – if a candidate does not appoint an agent they will become their own agent by default.

Other use only	Use required	Form required	Initials	Number

4	UK Parliamentary election	Notification of election agent
---	---------------------------	--------------------------------

Constituency name	Southmarsh East	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 other documents may be sent is:

Agent's office address in full:	Gold Party Office, 8 Main Street, Northfold, 244 3X1
---------------------------------	--

Candidate's signature (or of person on behalf of candidate):	J.Smith
--	---------

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 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
----------------	---------------------------------

Where the candidate signs or someone else (other than the election agent) signs on the candidate's behalf, the election agent must sign the confirmation of acceptance.

If the election agent signs on behalf of the candidate, they do not need to also sign the acceptance.

Must be a physical address. Must be within this parliamentary constituency or one that adjoins it, or in Wales within a Welsh county or county borough which is part of, or adjoins, it, or in London within a London borough or district which is part of, or adjoins it.

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

Useful to collect this information in case of query or follow up contact.

Candidates who appoint themselves as an agent, but are withholding their home address from the ballot paper and also do not want it to appear on the Notice of Election Agents, could provide an office address which is different to their home address.

For further information see the [EC \(A\)RO Guidance](#).



Form 4 – Sub-agent notification form

Optional – in a county constituency only, election agents may appoint individual sub-agents for particular parts of the constituency, as long as those parts do not overlap. The election agent can determine the parts into which they wish to sub-divide the constituency.

5	UK Parliamentary election	Notification of sub-agent
---	---------------------------	---------------------------

Constituency name	Southmarsh East	Date of election	**/**/****
-------------------	-----------------	------------------	------------

This form can only be used in a county constituency. To find out if the constituency is a borough/burgh or county constituency please contact the (Acting) Returning Officer.

The election agent may appoint one or more sub-agents to act within the constituency but each must have a separate area. Sub-agent areas **must not overlap**.

Candidate name:	Joseph Smith
Name of election agent:	Emma White

Details and extent of sub-agent	
Name of sub-agent:	Tom Jones
Sub-agent Address:	5 Valley Lane, Clearvale, S98 5CW
Office address (if different):	
Extent of appointment (describe area):	Clearvale ward, Southmarsh

The office of the sub-agent must be in the area within they are appointed to act.

Election agent signature	
I declare the above named person to be a sub-agent	
Signature of election agent:	EB White
Date:	**/**/****

Confirmation of acceptance by sub-agent	
I understand that I must carry out my duties according to law. I understand there are penalties if I fail to fulfil my duties according to law.	
I confirm my acceptance as sub-agent for the above named candidate	
Signature of sub-agent:	T Jones
Date:	**/**/****

Sub-agent's other details in case of query (optional – will not be published)	
Home telephone:	
Work telephone:	
Mobile telephone:	07977 555222
Email address:	Tones@email.com

Useful to collect this information in case of query or follow up contact.



Appendix A – Example of correctly completed nomination

Office Used only	Date received	Time received	Initials	Number

1a	UK Parliamentary election	Nomination paper
----	---------------------------	------------------

Election of a member to serve in Parliament for the	<i>Southmarsh East</i> Constituency	Date of election	<i>**/**/****</i>
---	--	------------------	-------------------

We, the undersigned, being electors for the said Constituency, do hereby nominate the under-mentioned person as a candidate at the said election

Candidate's Details	
Candidate's surname	<i>Smith</i>
Other names in full	<i>Joseph</i>
Commonly used surname (if any)	
Commonly used forenames (if any)	<i>Jo</i>
Description (if any) See note 5 overleaf	<i>Gold party candidate</i>

Subscribers				
	Signatures	Print name (optional)	Electoral Number	
			Distinctive letter	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>

We, the undersigned, being electors for the said Constituency, do hereby assent to the foregoing nomination

1	<i>R Taylor</i>	<i>Bob Taylor</i>	<i>AA</i>	<i>12</i>
2	<i>D Taylor</i>	<i>Doris Taylor</i>	<i>AA</i>	<i>13</i>
3	<i>W Jones</i>	<i>William Jones</i>	<i>AB</i>	<i>805</i>
4	<i>Anne Smith</i>	<i>Anne Smith</i>	<i>AA</i>	<i>222</i>
5	<i>M Smith</i>	<i>Matthew Smith</i>	<i>AA</i>	<i>224</i>
6	<i>D C Williams</i>	<i>David Williams</i>	<i>AC</i>	<i>701</i>
7	<i>S Williams</i>	<i>Susan Williams</i>	<i>AC</i>	<i>702</i>
8	<i>P Williams</i>	<i>Peter Williams</i>	<i>AC</i>	<i>701/1</i>



Other use only	Date received	Form received	Initials	Number

1b	UK Parliamentary election	Home address form
----	---------------------------	-------------------

Constituency name	Southmarsh East	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	
Full name of candidate	Joseph Smith
Home address (in full)	1 Forest Lane, Southfold
Postcode	S99 1ZW
End of Part 1	

If you are only completing Part 1 please now deliver this form with the nomination paper to the (Acting) Returning Officer by no later than 4pm on the last day to deliver nominations

Part 2: To be completed only if you do not wish your home address 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 or the ballot paper	
If you choose not to make your home address public, the constituency or relevant area (see note overleaf) in which your home address is located (or country, if outside the UK) will appear on the statement of persons nominated and the ballot papers	
Statement: I require my home address not to be made public	
The constituency or relevant area which my home address is located in:	Southmarsh East (insert name of parliamentary constituency or relevant area)
Or	
My home address is outside the UK. My home address is located in:	(insert name of country)
Signature of candidate (only required where Part 2 above has been completed)	
Candidate's signature:	J. Smith
Date:	**/**/****



The name of the “relevant area” in which your home address is situated (if your home address is in the UK):

- **in relation to a home address 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;
 - if the address is within the Isles of Scilly, the Isles of Scilly;
- **in relation to a home address in Wales:**
 - if the address is within a county, that county;
 - if the address is within a county borough, that county borough;
- **in relation to a home address in Scotland:**
 - the local government area in which the address is situated;
- **in relation to a home address in Northern Ireland:**
 - the local government district in which the address is situated.



Office Use only	Date received	Time received	Initials	Number

1c	UK Parliamentary election	Consent to nomination
----	---------------------------	-----------------------

Constituency name	<i>Southmarsh East</i>	Date of election	**/**/****
-------------------	------------------------	------------------	-------------------

Candidate's details and declaration

I:	<i>Joseph Smith</i>	(candidate name in full)
----	---------------------	--------------------------

hereby consent to my nomination as a candidate for election as member of the UK Parliament for the constituency named above

I declare that I am not a candidate at an election for any other constituency where the date of poll is the same as for this election

I declare that I am aware of the provisions of the House of Commons Disqualifications Act 1975 (as amended) and to the best of my knowledge and belief I am not disqualified from membership of the House of Commons

My date of birth is:	Day (DD) <i>23</i>	Month (MM) <i>04</i>	Year (YYYY) <i>1991</i>
----------------------	-----------------------	-------------------------	----------------------------

Note: It is an offence to make a false declaration

Candidate's signature:	<i>J Smith</i>	Date:	**/**/****
------------------------	----------------	-------	-------------------

Witness details

I confirm the candidate named above signed this declaration in my presence

Witness (name in full):	<i>Sidney Jackson Brown</i>
-------------------------	-----------------------------

of (address in full):	<i>3 Forest Lane, Southfold, S99 1ZW</i>
-----------------------	--

Witness' signature:	<i>SJ Brown</i>	Date:	**/**/****
---------------------	-----------------	-------	-------------------



Office Use Only	Date received	Time received	Initials	Number

2	UK Parliamentary election	Certificate of authorisation
---	---------------------------	------------------------------

To accompany the nomination of a candidate standing **on behalf of a registered political party**. Candidates standing on behalf of two or more parties require a certificate from each party and each must allow the registered joint description to be used

Constituency name	<i>Southmarsh East</i>	Date of election	**/**/****
-------------------	------------------------	------------------	-------------------

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	
The candidate (name in full):	<i>Joseph Smith</i>
Name of political party as registered with the Electoral Commission:	<i>Gold party</i>
I hereby certify that the candidate may include the following registered description or party name in their nomination form:	<i>Gold party candidate</i>
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):	<i>H Robertson</i>
Name of person signing this form:	<i>Hugh Robertson</i>
Date:	**/**/****



Office Use only	Date received	Fees received	Initials	Number

3	UK Parliamentary election	Request for a party emblem
---	---------------------------	----------------------------

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.

The registered emblems of a political party can be found on the Electoral Commission's website at <http://search.electoralcommission.org.uk>.

This form must be signed by the candidate

Candidate's request for use of an emblem			
Constituency name:	<i>Southmarsh East</i>	Date of election:	**/**/****
Candidate name in full:	<i>Joseph Smith</i>		
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 Electoral Commission website):	<i>Gold medal – England version (ID 999)</i>		
Candidate's signature:	<i>JSmith</i>		
Date:	**/**/****		

This form is only effective if delivered for a candidate standing on behalf of a political party to the (Acting) 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.



Office Use only	Date received	Firm received	Initials	Number

4	UK Parliamentary election	Notification of election agent
---	---------------------------	--------------------------------

Constituency name	<i>Southmarsh East</i>	Date of election	<i>**/**/****</i>
-------------------	------------------------	------------------	-------------------

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 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 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 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*



Office Use only	Date received	Time received	Initials	Number

5	UK Parliamentary election	Notification of sub-agent
---	---------------------------	---------------------------

Constituency name	<i>Southmarsh East</i>	Date of election	<i>**/**/****</i>
-------------------	------------------------	------------------	-------------------

This form can only be used in a county constituency. To find out if the constituency is a borough/burgh or county constituency please contact the (Acting) Returning Officer.

The election agent may appoint one or more sub-agents to act within the constituency but each must have a separate area. Sub-agent areas **must not overlap**.

Candidate name:	<i>Joseph Smith</i>
Name of election agent:	<i>Emma White</i>

Details and extent of sub-agent

Name of sub-agent:	<i>Tom Jones</i>
Sub-agent Address:	<i>5 Valley Lane, Clearvale, S98 5CW</i>
Office address (if different):	
Extent of appointment (describe area):	<i>Clearvale ward, Southmarsh</i>

Election agent signature

I declare the above named person to be a sub-agent

Signature of election agent:	<i>EE White</i>	Date:	<i>**/**/****</i>
------------------------------	-----------------	-------	-------------------

Confirmation of acceptance by sub-agent

I understand that I must carry out my duties according to law. I understand there are penalties if I fail to fulfil my duties according to law.

I confirm my acceptance as sub-agent for the above named candidate

Signature of sub-agent:	<i>T Jones</i>	Date:	<i>**/**/****</i>
-------------------------	----------------	-------	-------------------

Sub-agent's other details in case of query (optional – will not be published)

Home telephone:	
Work telephone:	
Mobile telephone:	<i>07977 555222</i>
Email address:	<i>Tones@email.com</i>

Return to the (Acting) Returning Officer by no later than the second day before polling day