

Annotated nomination paper – Parish or Town Council

Form 1a – Nomination paper (header)

The ward (if applicable) you are standing in will be pre-printed here.

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

Office Use only	Date received	Time received	Initials	No.

1a

Nomination paper

ELECTION OF A PARISH COUNCILLOR for the

1 *** ward of the

Parish of 2 ***

Date of election: Thursday 4 May 2023

The name of the council will be pre-printed here.

The date of the election will be pre-printed here.

The form is a nomination paper for a Parish Councillor. It features a header section with a box for the ward name and a table for election staff use. Below this is a section for the council name and election date, with callouts indicating these are pre-printed. The form is labeled '1a' and 'Nomination paper'.

Form 1a – Nomination paper (Candidates 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.

Candidate's Details	
Candidate's surname	Mr/Mrs/Miss/ Ms/Dr/Other
Other forenames in full	
Commonly used surname (if any)	
Commonly used forenames (if any)	
Description (if any) <small>*see note 5 overleaf</small>	

This is optional.

If you are commonly known by a different name to your actual 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.

The description may be left blank.

OR you could use the description 'Independent'

OR you can use a description of 6 words or less which identifies them and is unlikely to associate them with a political party. Examples include 'Farmer', 'Baker in the High Street', or 'member of village action team', etc

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.

Form 1a – Nomination paper (subscribers)

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

	Signature	Print name	Electoral number	
			Polling district	Elector number
Proposer:			ABC	
Secunder			ABC	

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

If the Notice of Election has been published earlier than 27 March 2023, we can help you with elector numbers if you tell us the full name and address of each subscriber. Contact us at candidates@n-somerset.gov.uk

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 division/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.

For further information see the Electoral Commission guidance.

Form 1b – Home address form (Part 1)

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

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	
Full name of candidate	
Home address (in full)	
Qualifying address, or, where you have declared on your consent to nomination that you meet more than one qualification, your qualifying addresses. You must also state which of the qualifications your qualifying address or addresses relate to (a,b,c and/or d).	
Attestor's full name*	
Attestor's full home address*	
*The person attesting your home address form must be the same person as signs your consent to nomination	
End of Part 1	

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 an attestor, 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 in full 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 name of the relevant area ¹ in which your home address is situated (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 relevant area ² my home address is situated in:	
Or	
My home address is situated outside the UK. My home address is situated in:	(insert name of country)
Signature of candidate completing Part 2	
Candidate's signature:	
Date:	

The relevant area is North Somerset.

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

Form 1 C – Consent to nomination

Date of election:	Thursday 4 May 2023	
I (name in full):		
hereby consent to my nomination as a candidate for election as councillor for the:	*insert ward*	ward
of the parish of:	*insert parish area*	
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		
*a. I am registered as a local government elector for the area of the parish named above; and/or Yes/No [delete as applicable]		
*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 parish named above; and/or Yes/No [delete as applicable]		
*c. my principal or only place of work during those 12 months has been in the parish named above; and/or Yes/No [delete as applicable]		
*d. I have during the whole of those 12 months resided in the parish named above or within 4.8 kilometres of it. Yes/No [delete as applicable]		
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, section 80 of the Local Government Act 1972 or section 34 of the Localism Act 2011 (copies of which are printed overleaf).		
Candidate's date of birth:	Signature:	Date of consent:
Witness: I confirm the above-mentioned candidate signed the declaration in my presence.		
Witness (name in full):		
Witness's signature:		

You must indicate by deleting Yes / No as applicable which qualifications apply to you.

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 no earlier than one calendar month before the final day for submitting nomination papers – 4th March 2023

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.

All 4 pages of the consent must be submitted by law (i.e. including the pages of legislation extracts).

Form 2 – Certificate of authorisation [FOR PARTY CANDIDATES ONLY]

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.

Details of candidate to be authorised and the allowed description/party name			
Parish/Parish Ward:	***	Date of election:	Thursday 4 May 2023
Candidate name (in full):			
Name of political 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:	Registered description or party name		
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):			
Name of person signing this form:			
Date:			

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

Searching the registration details of the party and click for more details to view the descriptions.

Form 3 – Request for a party emblem form [FOR PARTY CANDIDATES ONLY]

Candidate's request for use of an emblem			
Parish/Parish Ward:	***	Date of election:	Thursday 4 May 2023
Candidate name (in full):			
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):			
Candidate's signature:			
Date:			

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.