Local Council Elections

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Candidate checklist

This checklist is designed to assist candidates standing in the 2019 Local Council Elections in preparing to submit their nomination, and should be read alongside the **Guide for Candidates and Agents.**

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| **Task** | **Tick** |
| Nomination paper (all candidates) |  |
| Add your full name – surname in the first box and all other names in the second. |  |
| Optional - Use the commonly used name(s) boxes if you are commonly known by a name other than your full name and want it to be used instead of your full name. |  |
| Description – Party candidates can use a party name or description registered with the Electoral Commission’s website and supported by authorisation from that party; others can use ‘Independent’ or leave this blank. |  |
| Subscribers – all ten subscribers must sign the nomination paper. Use your copy of the 1 March 2019 electoral register to ensure the correct electoral number is noted. |  |
| Candidate’s consent to nomination (all candidates) |  |
| Add your full name and date of birth. |  |
| Sign and date the document in the presence of a witness. |  |
| The witness must complete and sign the witness section. |  |
| Request for party description/emblem |  |
| Add your full name. Ensure you sign the form and insert the date. |  |
| Ensure the party Nominating Officer has authorised the use of the description and emblem and lodged the authorisation with the Deputy Returning Officer by 1pm on Monday 8 April 2019. |  |
| Ensure you have indicated the emblem you wish to use by giving the description and/or number from the Electoral Commission website. |  |
| Appoint an election agent (if not acting as own election agent) |  |
| Add your full name. |  |
| Give the name, address and office address of the appointed election agent. |  |
| Ensure the appointed agent signs and dates the form showing their acceptance. |  |
| Request for electoral register/absent voter list |  |
| Specify the format required (paper/data). |  |
| Specify whether the absent voter list/overseas elector list is required. |  |