

## Template log for recording temporary observer access restrictions or the removal of an observer for misconduct

You must complete two copies of this form. One copy must be given to the observer, the other to the Returning Officer who must then forward a copy to their local Commission office. Once the purpose for which this form has been completed has expired, it should be securely destroyed in line with your document retention policy.

Name of election:

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Name of Presiding Officer / Returning Officer or deputy:

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Name of ward/division/constituency/region/parish/community/voting area/combined authority area [delete as appropriate]:

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Name of observer: \_\_\_\_\_

Observer ID number (if known): \_\_\_\_\_

Type of restriction imposed (tick whichever is relevant):

☐ Access to a particular proceeding [specify the proceeding and give details]

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☐ Removal of observer because of misconduct [give details]

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