

# Combined authority mayoral elections in England (excluding Greater Manchester and West Yorkshire)

**You must print off the forms in this pack before submitting them.**

**The following papers must be delivered by hand:**

1a: Nomination form

1b: Home address form (part 1 and part 2)

1c: Candidate's consent to nomination (including the pages of legislation)

**The following papers can be delivered by hand or by post:**

2: Certificate of authorisation

3: Request for a party emblem

4: Notification of election agent

5: Notification of sub-agent

The notice of election published by the Combined Authority Returning Officer (CARO) will specify the times and exact location to which nomination papers must be delivered.

Ensure that where signatures are required, you submit the **original signed version** of each completed paper. Documents without original signatures cannot be accepted.

## **General Data Protection Regulation (GDPR)**

Data protection legislation applies to the processing of all personal data. Please contact the [Information Commissioner's Office](#) for further information about how the legislation affects you.

When collecting subscriber information, you should point out what the information will be used for, and how personal data will be processed and kept secure. The lawful basis to collect the information in these forms is that it is necessary for the performance of a task carried out in the public interest and exercise of official authority as set out in the Representation of the People Act 1983 and associated regulations.

You should also explain that the information will be shared with the CARO. For further information on data protection and data processing you should refer to the CARO's privacy notice on their website.

CL	Combined authority mayoral election	Candidate checklist
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This checklist is designed to assist candidates standing in a combined authority mayoral election in England (excluding Greater Manchester and West Yorkshire)<sup>1</sup> in preparing to submit their nomination, and should be read alongside the Electoral Commission's [Guidance for candidates and agents](#).

Task	Tick
<b>Nomination form (all candidates)</b>	
If not pre-printed, add the name of the combined authority and the date of the election.	
Add your full name – surname in the first box and all other names in the second.	
Optional - Use the commonly used name(s) box(es) 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 and supported by a certificate of authorisation from that party; others can use 'Independent' or leave this blank. Whatever you enter in this box will appear as your description on the ballot paper.	
Subscribers – your nomination form must be subscribed by two electors as proposer and seconder, and by 98 other electors, including at least 10 subscribers from each relevant constituent council. A constituent council at a combined authority mayoral election is either a county council that is wholly or partly within the combined authority area or a district council that is within the combined authority area. Where only part of a county council area is contained within the combined authority area, the subscribers must be registered in that part of the county council area that is contained within the combined authority. Use your copies of the electoral register for each constituent council to make sure the elector numbers of all subscribers are accurate. When collecting subscriber information ensure that you explain what the information will be used for and that the information will be shared with the CARO.	
On each page, please include your name, description (if any) and name of the combined authority area (if not already pre-printed) in case the pages become separated at a later time.	
Method of submitting the nomination form to the CARO: by hand, by any person, to be accompanied by the home address form. It cannot be submitted by post, fax, e-mail or other electronic means.	
<b>Candidate's home address form (all candidates)</b>	
Add your full name.	
Add your home address in full.	
Add your qualifying address, or qualifying addresses, to each of the relevant qualifications and tick those which apply.	
Add the full name and home address in full of the person who will witness your consent to nomination form. The home address form will not be accepted without this information.	
Please also complete part 2 of the form if you do not want to have your home address printed on the ballot papers, giving the name of the relevant area - this is the county/district/London borough which your home address is in - or, where outside the UK, the country, in which your home address is situated, and sign the form. Please submit part 2 of the home address form with your nomination papers, even if you do not want to withhold	

<sup>1</sup> A separate [nomination pack](#) is available for the Greater Manchester and West Yorkshire combined authority mayoral elections where the combined authority mayor will take on the functions of the Police and Crime Commissioner. This pack is also not to be used for local authority mayoral or London Mayoral elections. Forms for local authority mayoral elections are available on our [website](#) and forms for London Mayoral elections are available from [London Elects](#).

your home address from the ballot papers.	
Method of submitting the form to the CARO: in person (but not limited to you or your agent), by hand, to be accompanied by the nomination form. It cannot be submitted by post, fax, e-mail or other electronic means.	
<b>Candidate's consent (all candidates)</b>	
You must be a British, Commonwealth or European Union Citizen and have indefinite leave to remain or not require leave to enter or remain in the United Kingdom. You must also be 18 years old or older on the date you sign this form.	
You must declare that you meet at least one of the listed qualification(s) <b>and should cross through any that do not apply</b> . Those left should match the qualification(s) as given on your home address form.	
You must not sign the form if you are disqualified to stand. Make sure that you read the Electoral Commission guidance on standing for election as well as the legislation listed. If you are not sure if you are able to stand you should contact your employer (where relevant), consult the legislation or, if necessary, take your own independent legal advice.	
Add your full date of birth.	
Sign and date the document in the presence of another person. You must not sign the consent form earlier than one calendar month before the deadline for submitting your nomination papers	
Get the other person to complete and sign the witness section. This should be the same person whose details you provided as your witness on the home address form.	
Method of submitting the consent to nomination (which must include all pages of legislation) to the CARO: by hand, by any person. It cannot be submitted by post, fax, e-mail or other electronic means.	
<b>Certificate of authorisation (party candidates only)</b>	
Ensure the certificate contains the candidate's full name, the date of the election and the name of the combined authority area.	
Check the certificate allows the registered party name or description given on the nomination form to be used (or allows the candidate to choose to use the party name or any registered description).	
Ensure it is issued by the party Nominating Officer (or someone they have authorised to issue the certificate on their behalf) and that it is the original copy signed by that person.	
Method of submitting the certificate of authorisation to the CARO: by hand (by any person) or by post. It cannot be submitted by fax, e-mail or other electronic means.	
<b>Request for party emblem (party candidates only)</b>	
Ensure the request contains the candidate's full name, the date of the election and the name of the combined authority area.	
Write the name or description of an emblem registered by the party and published on the Electoral Commission's website.	
Ensure the request is made by the candidate.	
Method of submitting the emblem request to the CARO: by hand (by any person) or by post. It cannot be submitted by fax, e-mail or other electronic means.	
<b>Notification of appointment of an election agent (all candidates)</b>	
Give the name, address and office address of the appointed election agent. If you do not appoint an agent or choose to act as your own agent and do not provide an office address, your home address will be published on the notice of election agents if that address is within the required area (otherwise the office address will be that of your proposer). This will be the case even if you have requested to withhold this information on the home address form.	
Unless you are acting as your own agent, the declaration must also be signed by the agent	

to show their acceptance of the appointment.	
Method of submitting the notification of election agent to the CARO: by hand or by post. It cannot be submitted by fax, e-mail or other electronic means.	
<b>Notification of sub-agent (all candidates)</b>	
An election agent may appoint one or more sub-agents to act on their behalf. Election agents may appoint sub-agents for particular parts of the combined authority area, as long as those parts do not overlap. The election agent can determine the parts into which they wish to sub-divide the combined authority area.	
Give the name and address of the appointed sub-agent	
Method of submitting the notification of sub agent to the CARO: by hand or by post. It cannot be submitted by fax, e-mail or other electronic means.	
<b>Deposit (all candidates)</b>	
Deposit £5,000 with the CARO by 4pm on the 19 <sup>th</sup> working day before the poll.	
Confirm with the CARO that your method of payment is acceptable.	

<b>1a – Nomination paper</b>		Office use only	
<b>Combined authority mayoral election</b>		Date received	Time received
		Initials	No
ELECTION OF MAYOR for the Combined Authority of:			
Date of election:			

We, the undersigned, being local government electors for the said combined authority area do hereby nominate the person whose name appears below as a candidate at the mayoral election.

<b>Candidate's Details</b>	
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) Use no more than six words (see note 5)	

	Signature	Print name	Local authority	Electoral number	
				Polling District	Elector Number
Proposer					
Seconder					
We the undersigned being electors for the [insert name of combined authority] combined authority do hereby assent to the foregoing nomination					
1					
2					
3					
4					
5					
6					
7					

As stated overleaf, we the undersigned being local government electors for the [insert name of combined authority] combined authority, do hereby assent to the foregoing nomination			(insert name of candidate and description (if any))		
	Signature	Print name	Local authority	Electoral number	
				Polling District	Number
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As stated overleaf, we the undersigned being local government electors for the [insert name of combined authority] combined authority, do hereby assent to the foregoing nomination			(insert name of candidate and description (if any))		
	Signature	Print name	Local authority	Electoral number	
				Polling District	Number
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As stated overleaf, we the undersigned being local government electors for the [insert name of combined authority] combined authority, do hereby assent to the foregoing nomination			(insert name of candidate and description (if any))		
	Signature	Print name	Local authority	Electoral number	
				Polling District	Number
56					
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As stated overleaf, we the undersigned being local government electors for the [insert name of combined authority] combined authority, do hereby assent to the foregoing nomination			(insert name of candidate and description (if any))		
	Signature	Print name	Local authority	Electoral number	
				Polling District	Number
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## Notes

1. The attention of candidates and electors is drawn to the rules for filling up nomination papers and other provisions relating to nomination papers contained in rules in Schedule 1 to the Combined Authorities (Mayoral Elections) Order 2017 (as amended).
2. Where a candidate is commonly known by some title they may be described by their title as if it were their surname.
3. Where a candidate commonly uses a name which is different from any other name they have, the commonly used name may also appear on the nomination paper, but if it does so, the commonly used name (instead of any other name) will appear on the ballot paper.
4. But the ballot paper will show the other name if the Combined Authority Returning Officer thinks:
  - (a) that the use of the commonly used name may be likely to mislead or confuse electors, or
  - (b) that the commonly used name is obscene or offensive.
5. The description, if any, can only be:
  - (a) one certified as an authorised name or registered description as mentioned in Rule 7 of the election rules, or
  - (b) the word 'Independent'.
6. In this form 'elector':
  - (a) means a person entitled to vote as an elector at the combined authority mayoral election and who is registered in the register of local government electors on the last day for the publication of the notice of election; and
  - (b) includes a person then shown in the register as below voting age if (but only if) it appears from the register that the person will be of voting age on the day fixed for the poll.
7. However, a person who has an anonymous entry in the register of local government electors cannot nominate a candidate for election.

<b>1b – Home address form</b>		Office use only		
<b>Combined authority mayoral election</b>		Date received	Time received	Initials
ELECTION OF MAYOR for the Combined Authority of:				
Date of election:				

You must complete Part 1

Only complete Part 2 if you do not wish your home address to be made public

<b>Part 1: To be completed by all candidates</b>		
Full name of candidate		
Home address (in full)		
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 within the area of the combined authority named above		
(b) I have during the whole of the preceding 12 months occupied as owner or tenant of the following 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 combined authority area named above		
(d) I have during the whole of the preceding 12 months resided in the combined authority area named above		
Witness details		
Full name of the person who will witness the candidate's consent to nomination form		
Full home address of the person who will witness the candidate's consent to nomination form		

**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 paper.

Statement: I require my home address not to be made public

The relevant area my home address is situated in:

(insert name of relevant area)<sup>2</sup>

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:

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

<sup>2</sup> 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

<b>1c – Candidate's consent to nomination</b>	Office use only			
<b>Combined mayoral election</b>	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):				
hereby consent to my nomination as a candidate for election as the mayor for the:	(Insert name of the combined authority)			
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 within the area of the combined authority 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 that combined authority area; or				
*d. I have during the whole of those 12 months resided in the area 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, paragraphs 9 or 9A of Schedule 5B of the Local Democracy, Economic Development and Construction Act 2009 or section 34 of the Localism Act 2011 (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.				
<b>Note 1:</b> A candidate who is qualified by more than one qualification may complete any of those which may apply.				
<b>Note 2:</b> Disqualifications set out under s.9A of the Local Democracy, Economic Development and Construction Act 2009 only apply to a person who is subject to any relevant notification requirements, or a relevant order, made on or after 28 June 2022.				
Candidate's date of birth:		Candidate's signature:		Date of consent:
Witness: I confirm the above-mentioned candidate signed the declaration in my presence.				
Witness name in full (Write clearly):				
Witness's signature:				

## Local Democracy, Economic Development and Construction Act 2009

### Schedule 5B

#### Paragraph 9

(1) A person is disqualified for being elected or holding office as the mayor for the area of a combined authority if the person—

(a) holds any paid office or employment (other than the office of mayor or deputy mayor) appointments or elections to which are or may be made by or on behalf of the combined authority or any of the constituent councils;

(b) is the subject of—

(i) a debt relief restrictions order or an interim debt relief restrictions order under Schedule 4ZB to the Insolvency Act 1986, or

(ii) a bankruptcy restrictions order or an interim bankruptcy restrictions order under Schedule 4A to the Insolvency Act 1986;

(c) has in the five years before being elected, or at any time since being elected, been convicted in the United Kingdom, the Channel Islands or the Isle of Man of an offence and been sentenced to a period of imprisonment of three months or more without the option of a fine;

(d) is disqualified for being elected or for being a member of a constituent council under Part 3 of the Representation of the People Act 1983 (consequences of corrupt or illegal practices).

(2) For the purposes of sub-paragraph (1)(c), a person is to be treated as having been convicted on—

(a) the expiry of the ordinary period allowed for making an appeal or application with respect to the conviction, or

(b) if an appeal or application is made, the date on which it is finally disposed of or abandoned or fails because it is not prosecuted.

(3) In this paragraph, “constituent council” means—

(a) a county council the whole or any part of whose area is within the area of the combined authority, or

(b) a district council whose area is within the area of the combined authority.

#### Paragraph 9A

(1) A person is disqualified for being elected or holding office as the mayor for the area of a combined authority if the person is subject to—

(a) any relevant notification requirements, or

(b) a relevant order.

(2) In this paragraph “relevant notification requirements” mean—

(a) the notification requirements of Part 2 of the Sexual Offences Act 2003;

(b) the notification requirements of Part 2 of the Sex Offenders (Jersey) Law 2010;

- (c) the notification requirements of Part 2 of the Criminal Justice (Sex Offenders and Miscellaneous Provisions) (Bailiwick of Guernsey) Law 2013;
- (d) the notification requirements of Schedule 1 to the Criminal Justice Act 2001 (an Act of Tynwald: c. 4).
- (3) In this paragraph "relevant order" means—
- (a) a sexual harm prevention order under section 345 of the Sentencing Code;
  - (b) a sexual harm prevention order under section 103A of the Sexual Offences Act 2003;
  - (c) a sexual offences prevention order under section 104 of that Act;
  - (d) a sexual risk order under section 122A of that Act;
  - (e) a risk of sexual harm order under section 123 of that Act;
  - (f) a risk of sexual harm order under section 2 of the Protection of Children and Prevention of Sexual Offences (Scotland) Act 2005;
  - (g) a sexual risk order under section 27 of the Abusive Behaviour and Sexual Harm (Scotland) Act 2016;
  - (h) a restraining order under Article 10 of the Sex Offenders (Jersey) Law 2010;
  - (i) a child protection order under Article 11 of that Law;
  - (j) a sexual offences prevention order under section 18 of that Law;
  - (k) a risk of sexual harm order under section 22 of that Law;
  - (l) a sexual offences prevention order under section 1 of the Sex Offenders Act 2006 (an Act of Tynwald: c. 20);
  - (m) a risk of sexual harm order under section 5 of that Act.
- (4) For the purposes of sub-paragraph (1)(a), a person who is subject to any relevant notification requirements is not to be regarded as disqualified until—
- (a) the expiry of the ordinary period allowed for making an appeal or application against the conviction, finding, caution, order or certification in respect of which the person is subject to the relevant notification requirements, or
  - (b) if such an appeal or application is made, the date on which it is finally disposed of or abandoned or fails because it is not prosecuted.
- (5) For the purposes of sub-paragraph (1)(b), a person who is subject to a relevant order is not to be regarded as disqualified until—
- (a) the expiry of the ordinary period allowed for making an appeal against the relevant order, or
  - (b) if such an appeal is made, the date on which it is finally disposed of or abandoned or fails because it is not prosecuted.

## **Localism Act 2011**

*Section 34(4) describes how a person may be disqualified from standing in local government elections under this section. The remaining provisions of section 34 do not directly affect a person's entitlement to stand for election.*

**34 Offences**

- (1) A person commits an offence if, without reasonable excuse, the person—
- (a) fails to comply with an obligation imposed on the person by section 30(1) or 31(2), (3) or (7),
  - (b) participates in any discussion or vote in contravention of section 31(4), or
  - (c) takes any steps in contravention of section 31(8).
- (2) A person commits an offence if under section 30(1) or 31(2), (3) or (7) the person provides information that is false or misleading and the person—
- (a) knows that the information is false or misleading, or
  - (b) is reckless as to whether the information is true and not misleading.
- (3) A person who is guilty of an offence under this section is liable on summary conviction to a fine not exceeding level 5 on the standard scale.
- (4) A court dealing with a person for an offence under this section may (in addition to any other power exercisable in the person's case) by order disqualify the person, for a period not exceeding five years, for being or becoming (by election or otherwise) a member or co-opted member of the relevant authority in question or any other relevant authority.
- (5) A prosecution for an offence under this section is not to be instituted except by or on behalf of the Director of Public Prosecutions.
- (6) Proceedings for an offence under this section may be brought within a period of 12 months beginning with the date on which evidence sufficient in the opinion of the prosecutor to warrant the proceedings came to the prosecutor's knowledge.
- (7) But no such proceedings may be brought more than three years—
- (a) after the commission of the offence, or
  - (b) in the case of a continuous contravention, after the last date on which the offence was committed.
- (8) A certificate signed by the prosecutor and stating the date on which such evidence came to the prosecutor's knowledge is conclusive evidence of that fact; and a certificate to that effect and purporting to be so signed is to be treated as being so signed unless the contrary is proved.
- (9) The Local Government Act 1972 is amended as follows.
- (10) In section 86(1)(b) (authority to declare vacancy where member becomes disqualified otherwise than in certain cases) after “ 2000 ” insert “ or section 34 of the Localism Act 2011 ”.
- (11) In section 87(1)(ee) (date of casual vacancies)—
- (a) after “2000” insert “ or section 34 of the Localism Act 2011 or ”, and
  - (b) after “decision” insert “ or order ”.
- (12) The Greater London Authority Act 1999 is amended as follows.
- (13) In each of sections 7(b) and 14(b) (Authority to declare vacancy where Assembly member or Mayor becomes disqualified otherwise than in certain cases) after sub-paragraph (i) insert—



“(ia) under section 34 of the Localism Act 2011,”.

(14) In section 9(1)(f) (date of casual vacancies)—

(a) before “or by virtue of” insert “ or section 34 of the Localism Act 2011 ”, and

(b) after “that Act” insert “ of 1998 or that section ”.

<b>2 – Certificate of authorisation</b>	Office use only			
<b>Combined authority mayoral election</b>	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 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 issue it 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>.

<b>Details of candidate to be authorised and the allowed description/party name</b>			
Combined authority name:		Date of election:	
The 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:			
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:			

This form must be delivered to the Combined Authority Returning Officer by no later than **4pm** on the last day to deliver nominations

<b>3 – Request for a party emblem</b>	Office use only			
<b>Combined authority mayoral election</b>	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.

<b>Candidate's request for use of an emblem</b>			
Combined authority name:		Date of election:	
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 <a href="http://search.electoralcommission.org.uk">Electoral Commission's website</a> ):			
Candidate's signature:			
Date:			

This form is only effective if delivered for a candidate standing on behalf of a political party to the Combined Authority 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.

<b>4 – Notification of an election agent</b>		Office use only			
<b>Combined authority mayoral election</b>		Date received	Time received	Initials	No
Combined authority name:					
Date of election:					

<b>Candidate's notification of their election agent</b>	
I, (Candidate name in full):	
Hereby declare that the name and address of my election agent	
Agent's name:	
Agent's address in full	
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):	
Candidate's signature (or of person authorised to act on behalf of candidate):	
Date:	
<b>Confirmation of acceptance by election agent</b>	
<p>I [agent named above] confirm my acceptance as the election agent for the above named candidate.</p> <p>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.</p>	
Agent's signature:	
Date:	

<b>Agent's other details in case of query (optional – will not be published)</b>	
Home telephone:	
Work telephone:	
Mobile telephone:	
Email address:	

Return to the Combined Authority Returning Officer by no later than **4pm** on the last day to deliver nominations.

<b>5 – Notification of a sub-election agent</b>	Office use only			
<b>Combined authority mayoral election</b>	Date received	Time received	Initials	No
<b>Date of the election:</b>				

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

Candidate name:			
<b>Details and extent of sub-agent</b>			
Name of sub-agent			
Sub-agents address in full to which all claims, notices, legal process and other documents may be sent is: (this may be an office or home address or could be a local party office or other office especially set up for the election)			
Extent of appointment (describe area, e.g. council name):			
<b>Election agent signature</b>			
I declare the above named person to be a sub-agent			
Signature of election agent:		Date:	
<b>Confirmation of acceptance by agent signature (optional)</b>			
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.			
I confirm my acceptance as sub-agent for the above named candidate			
Signature of sub-agent:		Date:	

<b>Sub-agent's other details in case of query (optional – will not be published)</b>	
Home telephone:	
Work telephone:	
Mobile telephone:	
Email address:	

Deliver this form to the Combined Authority Returning Officer by the fifth working day before the poll.