



Received by: Initials: Date: Time:
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ELECTION OF MEMBERS TO THE _____ COMMUNITY COUNCIL

4TH OCTOBER 2018

NOMINATION PAPER

Please read the accompanying 'Notes to Candidates' before completing this form

CANDIDATE'S SURNAME	OTHER NAMES	HOME ADDRESS	
		Postcode:	
CANDIDATE CONTACT TELEPHONE NUMBER(S)			
CANDIDATE EMAIL ADDRESS			
<p>I consent to being nominated as a candidate.</p> <p>I am registered as a local government elector and my Electoral Register Number is</p> <p>I am resident in the area of the above Community Council at the date of nomination; and</p> <p>I am not an Elected Member of Fife Council.</p> <p>Signature of Candidate:</p> <p>Date of Nomination: 2018</p>			
<p>We, the undersigned, being local government electors in the area of the above Community Council hereby nominate the above-named person as a candidate at the election:</p> <p>Signature of Proposer:</p> <p>Name (block capitals):</p> <p>Address:</p> <p>.....Postcode</p> <p>Electoral Register Number:</p> <hr/> <p>Signature of Seconder:</p> <p>Name (block capitals):</p> <p>Address:</p> <p>.....Postcode</p> <p>Electoral Register Number:</p>			

Please read the attached Notes to Candidates

ELECTION OF COMMUNITY COUNCILLORS TO ALL FIFE COMMUNITY COUNCILS
4TH OCTOBER 2018

NOTES TO CANDIDATES

1. The attention of candidates and electors is drawn to the rules for completing nomination papers and other provisions relating to nominations contained in the Fife Council Scheme for the Establishment of Community Councils and the associated election rules. Copies of the Scheme and the Election Rules are available on Fife Direct (www.fifedirect.org.uk/communitycouncils) or from gillian.prestage@fife.gov.uk.
2. Nomination papers must be signed by two electors from the Community Council area - one as Proposer and one as Secunder.
3. Proposers/Seconders cannot sign more nomination papers than there are vacancies to be filled in the area of the Community Council.
4. Proposers/Seconders cannot sign a nomination paper for more than one community council area.
5. Completed nomination papers must be lodged with the Returning Officer at Fife Council, Democratic Services, 3rd Floor, Fife House, North Street, Glenrothes KY7 5LT on any day Monday to Friday, 9.00 am to 5.00 pm from **Friday 17th August 2018** but not later than **4.00 pm on Thursday 6th September 2018**. It is recommended that nomination papers are lodged in advance of this date.
6. A Notice of Withdrawal is also provided should the candidate decide to withdraw his/her nomination. Any withdrawal of nomination should be lodged in the same manner as in (5) above by **4.00 pm on Friday 14th September 2018**.
7. Candidates need to provide their Electoral Registration number on the nomination form - this can be obtained from the Electoral Register, a public copy of which is available at local Council offices, local libraries or at the Electoral Registration Office, Fife Council, Fife House, North Street, Glenrothes, KY7 5LT (tel: 03451 555511). Please note that if you have chosen to opt out of the Open Register, it will not be possible to confirm your elector number by telephone or email.
8. A person whose name is entered in the Register of Electors may not subscribe a nomination paper if the entry shows that the date on which he/she will become 16 years of age is later than the day fixed for the poll.
9. Candidates, if they so wish, will be given the opportunity to provide a short statement in support of their candidature - a form for this is attached. This statement should not exceed 50 words and will be circulated (if submitted) with the ballot paper in the event of a poll. If a candidate's statement exceeds 50 words, the statement will be published with only the first 50 words included.
10. This statement must be signed by the candidate. Candidates should return the signed statement with the nomination paper no later than **4pm on Thursday 6th September 2018**.
11. Candidates should note that the Returning Officer will not circulate any statements which contain material which would be unlawful for the Council to publish. In particular, he will not circulate material which in his opinion is obscene, defamatory, likely to incite racial hatred or which appears to be designed to support a political party. Candidates should therefore take care when writing their statements.
12. Candidates should note that if elected they will require to make a declaration accepting the office and undertaking to fulfil the duties of the office according to the best of their judgement and ability and undertaking to meet the standards of conduct outlined in the Scheme.

Gillian Prestage
Lead Officer – Electoral Services
Telephone: 03451 555555 ext. 442230
Email: gillian.prestage@fife.gov.uk

PRIVACY NOTICE

1. Purpose of the processing and the legal basis for the processing:

Fife Council uses the information provided by you in connection with the administration of the election for your community council.

We have statutory functions to assist community councils in terms of the Local Government (Scotland) Act 1973.

2. Please describe the categories of personal data processed by your Service or service user:

The personal information we gather and use includes your name, address and elector number.

3. Any recipient or categories of recipients of the personal data:

Your name will appear on the ballot paper for the election (if a poll is required).

4. The source the personal data originates from and whether it came from publicly accessible sources (including information gathered about third parties, e.g. where we have gathered information about a third party during discussions with a service user:

We receive information from you when you stand for election.

5. Whether the provision of personal data is part of a statutory or contractual requirement or obligation and possible consequences of failing to provide the personal data:

In the event we did not request and use this information then it would not be possible to carry out our statutory functions and elect community councils.

ELECTION OF COMMUNITY COUNCILLORS TO THE
_____ COMMUNITY COUNCIL

4TH OCTOBER 2018

Personal Statement by:

*Please type or write clearly in black ink. Not more than **50** words.*

Candidate's Signature

**ELECTION OF COMMUNITY COUNCILLORS TO THE
_____ COMMUNITY COUNCIL**

4TH OCTOBER 2018

NOTICE OF WITHDRAWAL

I, (insert name and address as in Nomination Paper)

.....
.....

hereby withdraw my nomination as a candidate for election as a Community Councillor for the above Community Council.

Signature: *Date:*

WITNESSED BY

Name:

Address:
.....

Signature: *Date:*

Notice of Withdrawal must be returned to the address below no later than 4pm on Friday 14th September 2018

The Returning Officer
Fife Council
Democratic Services
3rd Floor, Fife House
North Street
GLENROTHES
Fife KY7 5LT

Contact
Gillian Prestage
Lead Officer – Electoral Services
Tel: 03451 555555 ext. 442230
Email: gillian.prestage@fife.gov.uk

