

UK Parliamentary Election

List of Contents and Checklist for full Nomination Pack

Election of a member to serve in Parliament for the	Argyll, Bute and South Lochaber County Constituency	Date of election	4 July 2024
List of Contents and Checklist for Nomination Packs			
Description	Documents to be returned to the Returning Officer by 7 June 2024	Documents to be returned to the Electoral Registration Officer	
Notes for Prospective Candidates and Timetable			
Candidate Check List			
Nomination Paper	✓ by hand		
Home Address Form	✓ by hand		
Consent to Nomination	✓ by hand		
Certificate in relation to Nomination Paper	✓		
Request for use of the Registered Party's Emblem	✓		
Notice of Appointment of Election Agent/Sub Agent	✓		
House of Commons Disqualification Act 1975 (as amended)			
Authorisation for return of Deposit	✓		
Notice of Withdrawal (if appropriate)	✓		
Request for Register of Electors and/or Absent Vote List		✓ to save multiple applications, please bring one completed form with your nomination papers and RO staff will send this directly to both EROs	
Statement Regarding Candidate Security			
Argyll & Bute Council and Highland Council Policies regarding display of campaign materials			
Electoral Commission – Guidance for Candidates and Agents	Candidates and Agents are strongly encouraged to review the Electoral Commission Guidance for Candidates and Agents available on the website – www.electoralcommission.org.uk		

Note: If you require any further assistance please do not hesitate to contact the Election Office on 01546 603264

UK PARLIAMENTARY ELECTION ARGYLL, BUTE AND SOUTH LOCHABER COUNTY CONSTITUENCY

DAY OF ELECTION – 4 JULY 2024

NOTES FOR PROSPECTIVE CANDIDATES

The following notes are for the guidance of prospective candidates. More election information is available at the Argyll and Bute elections website www.argyll-bute.gov.uk/elections

1. Poll

The notice of election will be posted on the Argyll and Bute elections website above. In the event of a contest polling will take place on Thursday 4 July 2024. The hours of poll will be 7.00 am to 10.00 pm.

2. Nomination Paper

Nomination papers completed and subscribed in accordance with the provisions of the Parliamentary Election Rules must be delivered by the candidate, or by their proposer or seconder, or by their election agent if the agent's name and address have previously been given to the **Returning Officer, at the Election Office, Kilmory, Lochgilphead, Argyll, PA31 8RT** on any working day between the hours of 10.00 am and 4.00 pm beginning on Monday 3 June and ending at 4.00 pm on Friday 7 June 2024.

The nomination paper must be signed by two electors as proposer and seconder, and by eight other electors as assenting to the nomination. "An elector" means a person who is registered as a Parliamentary elector in the Constituency in the Register to be used at the election. Their electoral number must be as appearing in the Register of Electors. The terms "distinctive letter(s) or numbers" under the heading "Electoral number" refers to the Polling District reference shown on the front of the Register, eg AA54, followed in the right hand column with the elector's own number.

A person is not permitted to sign as a proposer, seconder or assentor on more than one nomination paper at the same election and, if they do, their signature will be inoperative on any paper other than the one first delivered. A person cannot subscribe the same nomination paper in more than one capacity (ie proposer, seconder, assentor).

A person whose name is entered in the Register of Electors may not subscribe a nomination paper if the entry given as the date on which they will become of voting age is a date later than the day fixed for the poll. In the case of this election, only those electors who attain 18 years of age by 4 July 2024 may subscribe a nomination paper.

It is essential that the nomination paper should be completed fully and accurately. Incomplete or inaccurate papers may be rejected.

3. Home Address Form

A candidate may request that their home address be not made public and their address will not appear on the statement of persons nominated and on the ballot paper if requested. If you choose not to make your home address public, you must describe the exact name of the constituency (or country, if outside the UK) of your address. This will appear on the statement of persons nominated and on the ballot paper.

4. Candidate's Consent to Nomination

A person is not validly nominated as a candidate unless their consent to nomination:-

- (a) is given and dated in writing on, or within one month before, the day fixed as the last day for the delivery of nomination papers;
- (b) is attested by one witness; and
- (c) is delivered at the place, and within the time, for the delivery of nomination papers.

A candidate's consent must –

- (a) state the day, month and year of their birth; and
- (b) must state –
 - (i) that they are aware of the provisions of the House of Commons Disqualification Act 1975; and
 - (ii) that to the best of their knowledge and belief they is not disqualified from membership of the House of Commons.
 - (iii) That they are not a candidate at an election for any other UK Parliamentary constituency within the same polling day.

A copy of the House of Commons Disqualification Act 1975 as amended is available for inspection at the Election Office.

The attention of prospective candidates is also drawn to the updated disqualification orders for candidates, updated by the Elections Act 2022.

5. Candidate's Description

The particulars of a candidate given in a nomination paper may, if desired, include the word "Independent". A description need not be included, but if it is, it will be printed on the ballot papers and in the Notice of Poll. (See also Paragraph 6 below).

6. Registration of Political Parties

Section 22 of the Political Parties, Elections and Referendums Act 2000 provides that no nomination may be made in relation to a Parliamentary Election unless the nomination is in respect of –

- (a) A person who stands for election in the name of a qualifying registered party; or

- (b) A person who does not purport to represent any party; or
- (c) A qualifying registered party, where the election is one for which registered parties may be nominated.

A party is a “qualifying registered party” if the party was on the day (“the relevant day”) which is two days before the last day for the delivery of nomination papers at that election, registered in respect of that part of Great Britain in the Great Britain Register maintained by the Electoral Commission. A person does not purport to represent any party if either the description of the candidate given in his or her nomination paper is “Independent” or no description of the candidate is given in his or her nomination paper.

7. Emblems

If a candidate who stands for election in the name of a qualifying registered party so requests, then the ballot paper will contain, against the candidate’s particulars, the party’s registered emblem (or one of the party’s registered emblems). The request must be made **by the candidate**, must be **made in writing** to the Returning Officer, must accurately identify the emblem, and must be **received** by the Returning Officer before the last time for the delivery of nomination papers. The ballot paper can contain only one emblem (per candidate) registered by that Party in the Register of Political Parties.

For convenience, a form is enclosed which may be used by the candidate to request the use of an emblem.

8. Deposit

A person is not validly nominated as a candidate unless the sum of £500 is deposited by them, or on their behalf, with the Returning Officer at the place and during the time for delivery of nomination papers.

The Returning Officer will accept a deposit made either –

- (a) by the deposit of any legal tender;
- (b) By means of a Banker’s Draft provided the drawer carries on business as a banker in the United Kingdom; or
- (c) In such other manner as the Returning Officer, may agree (in advance). By means of a debit or credit card or BACS transfer.

Where the deposit is made on behalf of a candidate, the person making the deposit must, at the time he or she makes it, give his or her name and address to the Returning Officer.

9. Right to Attend Nomination

Only the following persons are entitled to attend during the time for delivery of nomination papers or for making objections to them –

- (a) A person who has been validly nominated as a candidate; or
- (b) The Election Agent, proposer or seconder of such a person; or

- (c) a person who is entitled to attend by virtue of section 6A or 6B of the Political Parties, Elections and Referendums Act 2000

Where a candidate acts as their own Election Agent they may name one other person who shall then be entitled to attend in place of the Election Agent.

10. Withdrawal of Candidates

Should a candidate wish to withdraw their nomination they can do so in the prescribed manner, but intimation must be made to the Returning Officer, in writing, at the Office for the delivery of nomination papers not later than 4.00 pm on Friday 7 June 2024. The Notice of withdrawal must be signed by the candidate and attested by one witness.

11. Election Agent

In terms of Section 67 of the Representation of the People Act 1983 a person must be named by each candidate as the Election Agent for that candidate. The Election Agent's name and address must be declared in writing to the Returning Officer by not later than 4.00 pm on Friday 7 June 2024. A candidate may name themselves as their Election Agent. The declaration as an Election Agent of a person other than the candidate must be made by the candidate, and must be accompanied by a written declaration of acceptance signed by the Election Agent.

The notice given to the Returning Officer must include the address of the office of the Election Agent to which all claims, notices, legal process and documents may be sent.

If no agent is named within the required time, or if the agent appointed dies and a new appointment is not made on the day of death or the following day, or if the appointment of the agent is revoked without a new appointment being made, the candidate will be deemed to have appointed themselves as their election agent.

For convenience a form on which intimation of the appointment of an Election Agent may be given is enclosed.

12. Candidates Free Copy of Register and Absent Vote List

The Electoral Commission Guidance manual contains information about using the electoral register which candidates are entitled to receive on request.

While applications would normally be made directly to the Electoral Registration Officer, to assist candidates and agents they should, if relevant, complete one application form and bring this with them when handing in their nomination papers. Staff receiving nominations will ensure that this is forwarded onto both the Electoral Registration Officers at Kilbrannan House, Bolgam Street, Campbeltown, PA28 6JY (for Argyll and Bute); and Moray House, 16-18 Bank Street, INVERNESS IV1 1QY (for South Lochaber)

The form which will be available in the nomination pack should –

- (a) specify the documents requested and
- (b) state whether a printed copy of any of the documents is requested instead of the version in data form (unless a specific request for printed copy is made it will be

provided in data form).

As noted above there are restrictions on the use of the full Register supplied to candidates as follows:-

No candidate or election agent who has been supplied with a copy of the register may –

- (a) supply a copy of the full register to any person;
- (b) disclose any information contained in it (that is not contained in the edited register); or
- (c) Make use of any such information,

except for electoral purposes.

Advice from the Electoral Commission is that “electoral purposes” should be defined as anything to do with the process of campaigning and getting elected. Fundraising, including by political parties, for the purposes of communicating with voters and campaigning to get elected may count as “electoral purposes”. The Order applies to the period between elections and equally to people who are not members of political parties.

Any person who contravenes the restrictions in use specified above shall be guilty of an offence and liable on summary conviction to a fine not exceeding £5,000.

13. Absent Voting

All applications to vote by post and other applications and notices about postal and proxy voting must, if they are to be effective for this election, reach the Electoral Registration Officer (ERO) for the relevant area no later than 5pm on Wednesday 19 June 2024.

Applications to cancel or alter existing proxy votes must reach the relevant ERO by 5pm on Wednesday 19 June 2024.

New applications to vote by proxy (not postal proxy) must be with the relevant ERO by 5pm on Wednesday 26 June 2024. The relevant ERO offices are:

Argyll & Bute Area - Kilbrannan House, Bolgam Street, Campbeltown, PA28 6JY (Telephone 0800 9800470 for more information)

South Lochaber Area – Moray House, 16-18 Bank Street, INVERNESS IV1 1QY (Telephone 0800 393783 for more information)

14. Polling and Counting Agents

Notification of the appointment of Polling and Counting Agents must be given to the Returning Officer by not later than Thursday 27 June 2024, although earlier notification would be appreciated. Whilst there is no restriction on the number of polling agents who may be appointed, only one polling agent will be admitted to a Polling Station on behalf of any one candidate at any one time. All persons acting in the capacity of agent must be notified in writing of the requirement of secrecy before so acting.

15. Counting of Votes

The counting of votes will take place on Thursday 4 July 2024 commencing at 10.00pm in the Sports Hall, Joint Campus High School, Lochgilphead.

16. Election Expenses

In terms of Section 81 of the Representation of the People Act 1983 the Election Agent of every candidate must deliver, within thirty five days after the day on which the result of the election is declared a return containing as respects that candidate –

- a statement of all election expenses incurred by or on behalf of the candidate; and
- a statement of all payments made by the Election Agent together with all bills or receipts relating to the payments.

In terms of Section 82 of the 1983 Act the return referred to above must be accompanied by a declaration made by the Election Agent. At the same time that the Election Agent delivers that return, or within seven days afterwards, the candidate must deliver a declaration made by him or her, unless the candidate is out of the United Kingdom when the return is delivered, in which case their declaration may be made and delivered within fourteen days after his or her return to the United Kingdom.

The completion and delivery of the return and these declarations as to election expenses is a statutory requirement.

17. Expenses Limit

The expenses limit at this election for a candidate in this constituency for the short campaign is £11,390 plus 12p for every entry in the Register of Electors to be used at the Election as it has effect on the last day for publication of the Notice of Election.

Pippa Milne
Returning Officer

Kilmory
Lochgilphead
PA31 8RT

NOTE

These notes have been compiled for the assistance of prospective candidates. They are not to be taken as a definitive statement of the law and the Returning Officer accepts no responsibility for any errors or omissions in them. Candidates are referred to the appropriate Statutes and Election Rules and should, of course, seek their own independent advice.

UK Parliamentary Election - General Election Timetable – 4 JULY 2024		
Proclamation summoning new parliament/dissolution of old parliament/issue of writ	-25	Thursday 30 May 2024
Receipt of Writ	-24	Friday 31 May 2024
Notice of Election: to be published not later than 22 days	-24	Friday 31 May 2024
Delivery of nomination papers: between the hours of 10.00am and 4.00pm on any day after the date of publication of the notice of election	-22	Monday 3 June 2024
Latest time for lodging Nomination Papers not later than 4.00pm on	-19	Friday 7 June 2024
Latest time for lodging appointment of Election Agent not later than 4.00pm on	-19	Friday 7 June 2024
Latest time for withdrawal of Nomination Paper not later than 4.00pm on	-19	Friday 7 June 2024
Publication of Statement as to Persons Nominated/Notice of Poll and list of polling stations	-19	Friday 7 June 2024
First Issue of Poll Cards		Monday 10 June 2024
First Issue of Postal Votes		Overseas – 17 June 2024 19 June 2024
Last date for receipt of new applications for the Register	-12	Tuesday 18th June 2024
Last day for applications for a new postal vote; to change a postal vote to a proxy vote, or vice-versa, or to have a postal ballot paper sent to a different address, or to cancel a postal or proxy not later than 5.00pm on	-11	Wednesday 19 June (5pm)
Last day for new applications to vote by proxy (not postal proxy): not later than 5.00pm on	-6	Wednesday 26 June 2024
Last day for the appointment of Polling and Counting Agents	-5	Thursday 27 June 2024
Second Issue of Postal Votes		Wednesday 26 June 2024
First day to apply for replacement postal ballot papers	-4	Friday 28 June 2024
Last date for clerical amendments to register 9.00pm New emergency proxy applications – 5.00pm		Thursday 4 July 2024
Last day to apply for replacement postal ballot papers – not later than 5.00pm on		Thursday 4 July 2024
POLLING		Thursday 4 July 2024
Verification and Count 10.00pm		Thursday 4 July 2024
Date for delivery of return of declarations for election expenses	+35	For results declared on 5 July – Friday 9 August 2024

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

The following papers must be delivered by hand:

- 1a: Nomination paper
- 1b: Home address form
- 1c: Consent to nomination

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 Returning Officer 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)

Revised data protection legislation applies from 25 May 2018 and will apply to the processing of all personal data. Please contact the [Information Commissioner's Office](#) for further information about how the General Data Protection Regulation affects you.

When collecting subscriber information, you should point out what the information will be used for, how personal data will be processed and kept secure. The lawful basis to collect the information in this form 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 Representation of the People Act 1983 and associated regulations.

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

CL	UK Parliamentary election	Candidate checklist
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This checklist is designed to assist candidates standing for election to the UK Parliament in preparing to submit their nomination, and should be read alongside the Electoral Commission's Guidance for candidates and agents at a [general election](#) or at a [by-election](#).

Task	Tick
Nomination form (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) 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 – all ten subscribers must sign. Use your copy of the electoral register to make sure the elector number of all subscribers is 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 Returning Officer.	
Method of submitting the form to the RO: by hand by yourself, your proposer or seconder, or by your election agent (if the Returning Officer has previously received notification of their appointment). It cannot be submitted by post, fax, e-mail or other electronic means.	

Task	Tick
Candidate's home address form (all candidates)	
Add your full name and home address	
Optional - If you do not want to have your home address printed on the ballot papers, complete part 2 of the form, giving the name of the constituency or relevant area that your address is in (or country if outside the UK), and sign the form	
Method of submitting the form to the RO: by hand by yourself, your proposer or seconder, or by your election agent (if the Returning Officer has previously received notification of their appointment). It cannot be submitted by post, fax, e-mail or other electronic means.	

Task	Tick
Candidate's consent (all candidates)	
Refer to the Commission's guidance on qualifications and disqualifications	
Add your full date of birth	
Sign and date the document in the presence of another person. You are not allowed to 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	
Method of submitting the form to the RO: in person (no restriction on who may deliver), by hand. It cannot be submitted by post, fax, e-mail or other electronic means. The only exception to this is where the candidate is overseas in which case the consent may be sent by electronic means.	

Task	Tick
Certificate of authorisation (party candidates only)	
Ensure the certificate contains the candidate's full name	
Check the certificate allows the registered party name or description given on the nomination paper to be used (or allows the candidate to choose the party name or any registered description)	
Ensure the certificate is issued by the party Nominating Officer (or someone that they have authorised to issue it on their behalf) and that it is the original copy signed by that person	
Method of submitting the form to the RO: in person (no restriction on who may deliver), or by post. It cannot be submitted by fax, e-mail or other electronic means.	

Task	Tick
Request for party emblem (party candidates only)	
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 form to the RO: in person (no restriction on who may deliver), or by post. It cannot be submitted by fax, e-mail or other electronic means.	

Task	Tick
Appoint an election agent (all candidates)	
Give 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 relevant 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.	
Ensure the appointed agent signs the form showing their acceptance	
Method of submitting the form to the RO: in person (no restriction on who may deliver), or by post. It cannot be submitted by fax, e-mail or other electronic means.	

Task	Tick
Deposit (all candidates)	
£500 deposit (to be submitted in legal tender, by a banker's draft or in any other way permitted by the Returning Officer) by 4pm on the 19 th working day before the poll	

Office Use only	Date received	Time received	Initials	Number

1a	UK Parliamentary election	Nomination paper
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Election of a member to serve in Parliament for the	Argyll, Bute and South Lochaber County Constituency	Date of election	4 July 2024
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We, the undersigned, being electors for the said Constituency, do hereby nominate the under-mentioned person as a candidate at the said election

Candidate's Details	
Candidate's surname	
Other names in full	
Commonly used surname (if any)	
Commonly used forenames (if any)	
Description (if any) See note 5 overleaf	

Subscribers				
	Signatures	Print name (optional)	Electoral Number	
			Distinctive letter	Number
Proposer:				
Secunder:				
We, the undersigned, being electors for the said Constituency, do hereby assent to the foregoing nomination				
1				
2				
3				
4				
5				
6				
7				
8				

Deliver to the **Returning Officer** by no later than **4pm** on the last day to deliver nominations

Notes

1. The attention of candidates and electors is drawn to the rules for filling up nomination papers and other provisions relating to nomination contained in the parliamentary elections rules in Schedule 1 to the Representation of the People Act 1983.
2. Where a candidate is commonly known by some title he may be described by his title as if it were his surname.
- 2A. Where a candidate commonly uses a name or names—
 - (a) that are different from the candidate's full names as stated on the nomination paper, or
 - (b) in a different way from the candidate's full names as stated on the nomination paper,the commonly used name or names may also appear on the nomination paper; but if they do so, the commonly used name or names (instead of any other name) will appear on the ballot paper.
- 2B. But the ballot paper will show the other name if the 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.
3. An elector may not subscribe more than one nomination paper for the same election.
4. A person whose name is entered in the register may not subscribe a nomination paper if the entry gives as the date on which he will become of voting age is a date later than the day fixed for the poll.
5. A candidate supported by a certificate of authorisation signed by the Nominating Officer of a political party (or someone on their behalf) may use the party name or a description allowed by that certificate and registered with the Electoral Commission. A candidate may stand on behalf of two or more different parties and use a registered joint description if supported by certificate(s) of authorisation from each of the parties. Any candidate may alternatively use the description of 'Independent', or leave the description box blank.

Office Use only	Date received	Time received	Initials	Number

1b	UK Parliamentary election	Home address form
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Constituency name	Argyll, Bute and South Lochaber County Constituency	Date of election	4 July 2024
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You must complete Part 1

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

Part 1: To be completed by all candidates	
Full name of candidate	
Home address (in full)	
Postcode	
End of Part 1	

If you are only completing Part 1 please now deliver this form with the nomination paper to the Returning Officer by no later than 4pm on the last day to deliver nominations

Part 2: To be completed 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 constituency or relevant area (see note overleaf) in which your home address is located (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 constituency or relevant area which my home address is located in:	(insert name of parliamentary constituency or relevant area)
Or	
My home address is outside the UK. My home address is located in:	(insert name of country)
Signature of candidate (only required where Part 2 above has been completed)	
Candidate's signature:	
Date:	

Deliver to the **Returning Officer** by no later than **4pm** on the last day to deliver nominations

The name of the “relevant area” in which your home address is situated (if your home address is in the UK):

- **in relation to a home address 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;
 - if the address is within the Isles of Scilly, the Isles of Scilly;
- **in relation to a home address in Wales:**
 - if the address is within a county, that county;
 - if the address is within a county borough, that county borough;
- **in relation to a home address in Scotland:**
 - the local government area in which the address is situated;
- **in relation to a home address in Northern Ireland:**
 - the local government district in which the address is situated.

Office Use only	Date received	Time received	Initials	Number

1c	UK Parliamentary election	Consent to nomination
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Constituency name	Argyll, Bute and South Lochaber County Constituency	Date of election	4 July 2024
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Candidate's details and declaration

I:		(candidate name in full)
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hereby consent to my nomination as a candidate for election as member of the UK Parliament for the constituency named above

I declare that I am not a candidate at an election for any other constituency where the date of poll is the same as for this election

I declare that I am aware of the provisions of the House of Commons Disqualifications Act 1975 (as amended) and to the best of my knowledge and belief I am not disqualified from membership of the House of Commons

My date of birth is:	Day (DD)	Month (MM)	Year (YYYY)
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Note: It is an offence to make a false declaration

Candidate's signature:		Date:	
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Witness details

I confirm the candidate named above signed this declaration in my presence

Witness (name in full):	
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of (address in full):	
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Witness' signature:		Date:	
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Deliver to the **Returning Officer** by no later than **4pm** on the last day to deliver nominations

Office Use only	Date received	Time received	Initials	Number

2	UK Parliamentary election	Certificate of authorisation
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To accompany the nomination of a candidate standing **on behalf of a registered political party**. 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

Constituency name	Argyll, Bute and South Lochaber County Constituency	Date of election	4 July 2024
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This certificate must be issued by the registered Nominating Officer of the party or by a person authorised to sign 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>.

Details of candidate to be authorised and the allowed description/party name	
The candidate (name in full):	
Name of political party as 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 Returning Officer by no later than **4pm** on the last day to deliver nominations

Office Use only	Date received	Time received	Initials	Number

3	UK Parliamentary election	Request for a party emblem
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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.

The registered emblems of a political party can be found on the Electoral Commission's website at <http://search.electoralcommission.org.uk>.

This form must be signed by the candidate

Candidate's request for use of an emblem			
Constituency name:	Argyll, Bute and South Lochaber County Constituency	Date of election:	4 July 2024
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 Electoral Commission website):			
Candidate's signature:			
Date:			

This form is only effective if delivered for a candidate standing on behalf of a political party to the (Acting) 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.

Office Use only	Date received	Time received	Initials	Number

4	UK Parliamentary election	Notification of election agent
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Constituency name	Argyll, Bute and South Lochaber County Constituency	Date of election	4 July 2024
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Candidate's notification of their election agent

I, (Candidate name in full):	
Hereby declare that the name and address of my election agent is	
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 on behalf of candidate):	
Date:	

Confirmation of acceptance by election agent

I [agent named above] confirm my acceptance as the election agent for the above named candidate. I understand that I must carry out my duties according to law. I understand there are penalties if I fail to fulfil my duties according to law.	
Agent's signature	
Date	

Agent's other details in case of query (optional – will not be published)

Home telephone:	
Work telephone:	
Mobile telephone:	
Email address:	

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

Office Use only	Date received	Time received	Initials	Number

5	UK Parliamentary election	Notification of sub-agent
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Constituency name	Argyll, Bute and South Lochaber County Constituency	Date of election	4 July 2024
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This form can only be used in a **county constituency**. To find out if the constituency is a borough/burgh or county constituency please contact the Returning Officer.

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

Candidate name:	
Name of election agent:	

Details and extent of sub-agent

Name of sub-agent:	
Sub-agent Address:	
Office address (if different):	
Extent of appointment (describe area):	

Election agent signature

I declare the above named person to be a sub-agent			
Signature of election agent:		Date:	

Confirmation of acceptance by sub-agent

I understand that I must carry out my duties according to law. I understand 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:	

Sub-agent's other details in case of query (optional – will not be published)

Home telephone:	
Work telephone:	
Mobile telephone:	
Email address:	

Return to the Returning Officer by no later than the second day before polling day

HOUSE OF COMMONS DISQUALIFICATION ACT 1975 (as amended)

Rule 8 of the Parliamentary Elections Rules provides that a candidate's consent to nomination under this rule shall contain a statement that the candidate is aware of the House of Commons Disqualification Act 1975 and that, to the best of their knowledge and belief, they is not disqualified for membership of the House of Commons.

The relevant disqualifying offices are listed in Section 1 of and the First Schedule to the 1975 Act, a copy of which is available for inspection at the Election Office, 18 Lochnell Street, Lochgilphead, Argyll PA31 8JN.

(An internet version of the order can be found on the HMSO website)

PER9: Deposit	UK PARLIAMENTARY ELECTION		
ARGYLL, BUTE AND SOUTH LOCHABER COUNTY CONSTITUENCY			
Day of Election: 4 July 2024			

Candidate's Name	
-------------------------	--

Name and address of person making deposit			
--	--	--	--

Name			
-------------	--	--	--

Address			
----------------	--	--	--

Telephone	Daytime	Evening	Mobile

Form of Deposit	Cash		Banker's Draft		Other (please specify)	

Name and address of person to whom deposit (unless forfeit) is to be returned			
--	--	--	--

Name			
-------------	--	--	--

Address			
----------------	--	--	--

To whom cheque is to be payable			
--	--	--	--

UK PARLIAMENTARY ELECTION	
ARGYLL, BUTE AND SOUTH LOCHABER COUNTY CONSTITUENCY	
Day of Election: 4 July 2024	

Candidate's Name	
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	Received the sum of £500 deposited on behalf of the above named Candidate in terms of PER9
--	--

	Date
--	-------------

	Returning Officer
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UK Parliamentary election

Withdrawal of candidate

Constituency name	Argyll, Bute and South Lochaber County Constituency	Date of election	4 July 2024
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To be completed by candidates seeking to **withdraw their nomination** and to be delivered to the Returning Officer at the place fixed for the delivery of nomination papers by 4pm on 7 June 2024. If the candidate is outside the United Kingdom please contact the Returning Officer for further advice.

I (candidate's name)	
of (address of candidate)	

having been nominated, **withdraw** my nomination as a candidate for the above election.

Section 1 – To be completed by the candidate in the presence of a witness

Signature of candidate		Date	
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SECTION 2 – TO BE COMPLETED BY WITNESS

Signature of witness		Date	
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Print name of witness (in BLOCK CAPITALS)	
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The data controller will only use the information you have provided on this form for electoral purposes and will look after your personal information securely, following data protection legislation. The data controller will not give personal information about you and the personal information you may provide on other people to anyone else or another organisation unless required by law.

The lawful basis to collect the information in this form is that it is necessary for the performance of a task carried out in the public interest and exercise of official authority as vested in the Returning Officer as set out in Representation of the People Act 1983 and associated regulations.

The Returning Officer is the Data Controller. For further information relating to the processing of personal data you should refer to their privacy notice on their website.

For official use only

Lodged _____ (date) _____ (time) _____

Please return completed form to:

Electoral Registration Officer,
Kilbrannan House, Bolgam Street,
CAMPBELTOWN PA28 6HZ
Phone: 01586 55 5303
Email: ero-abc@dab-vjb.gov.uk

Electoral Registration Officer
Moray House, 16-18 Bank Street
INVERNESS IV1 1QY
Phone: 0800 393783
Email: ero@highland.gov.uk

Request for electoral register

Name of electoral area: (e.g. ward / division / constituency / region / voting area)	Argyll, Bute and South Lochaber County Constituency	Date of election	Thursday 4 July 2024
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This form must be submitted to the **Electoral Registration Officer(s)** for the electoral area. Some elections/referendums cover more than one registration area so you may need to apply to each area.

This form must be completed by the candidate, except in the case of party lists such as at GLA London Member, Scottish Parliamentary regional or Welsh Assembly regional elections where this form must be completed by the election agent.

Declaration of candidacy and confirmation of legal use of electoral register information

Name of Candidate / party list election agent	
--	--

I declare that I am a candidate / party list election agent at the above named election. I will use my copy of the electoral register for electoral purposes and checking the validity of donations only. I will only allow others who are assisting me in my campaign to use my copy of the electoral register for the same purposes only. I understand that any use other than electoral or donation checking purposes is illegal with a maximum fine of £5,000. My request is for the register as at the last date for notice of election and any revisions or notices of amendment while I am a candidate.

Signed (Candidate / party list election agent)	
---	--

Delivery details

My application is for the electoral register in (tick one box only):

Paper format	<input type="checkbox"/>	
Data format	<input type="checkbox"/>	

Delivery address:	
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Contact details (in case of query)

Telephone	
Mobile	
Email	

This electoral register can only be supplied, at the earliest, on the last date allowed for the notice of election to be published.

Please return completed form to:

Electoral Registration Officer,
Kilbrannan House, Bolgam Street,
CAMPBELTOWN PA28 6HZ
Phone: 01586 55 5303
Email: ero-abc@dab-vjb.gov.uk

Electoral Registration Officer
Moray House, 16-18 Bank Street
INVERNESS IV1 1QY
Phone: 0800 393783
Email: ero@highland.gov.uk

Request for absent vote list

Name of electoral area: (e.g ward/division/constituency/region/voting area)	Argyll, Bute and South Lochaber County Constituency	Date of election	Thursday 4 July 2024
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This form must be sent to the **Electoral Registration Officer(s)** for the electoral area. Some elections/referendums cover more than one registration area so you may need to apply to each area.

This form must be completed by the candidate, except in the case of party lists such as at GLA London Member, Scottish Parliamentary regional or Welsh Assembly regional elections where this form must be completed by the election agent.

Declaration of candidacy and confirmation of legal use of absent vote list information	
Name of Candidate / party list election agent	
I declare that I am a candidate / party list election agent at the above named election. I will use my copy of the absent vote list (postal and/or proxy voters list) for electoral purposes only . I will only allow others who are assisting me in my campaign to use my copy of this data for the same purposes only. I understand that any use other than electoral purposes is illegal with a maximum fine of £5,000 .	
Signed (Candidate / party list election agent)	

Application and delivery details		
My application is for the absent vote list in (you may tick as many boxes that you wish):		
The current list of postal voters	<input type="checkbox"/>	
The current list of proxy voters	<input type="checkbox"/>	
The final list of postal voters	<input type="checkbox"/>	
The final list of proxy voters	<input type="checkbox"/>	
Please supply the data in (please tick one box only):		
Paper format	<input type="checkbox"/>	
Data format	<input type="checkbox"/>	
Delivery address:		

Contact details (in case of query)	
Telephone	
Mobile	
Email	

STATEMENT REGARDING CANDIDATE SECURITY AT THE UK PARLIAMENTARY ELECTION – 4 JULY 2024

Earlier this year the government provided funding in support of defending democracy and the election process. Part of this funding has been used to put in place private security provision for general election candidates.

Primary responsibility for security during the general election lies with policing. In the first instance, if you consider yourself to be at risk of harm, or you believe a crime has been committed, please contact your local police on 999 or 101. You can also contact your local Operation Bridger Single Point of Contact to relay concerns or issues. Police are able to fund additional patrolling in areas that might benefit from a policing focus.

Dependant on fulfilling criteria and scope, and supplementary to policing activity, the Home Office can also provide private security. This ranges from accredited door supervisors to additional private security provision, available dependant on risk. The Home Office can also provide Situational Awareness Training and Cyber Security Awareness Training beyond that provided by policing.

The Home Office will consider requests for security on a case by case basis, judging each request on its own merits.

*To request security, please email
HomeOfficeprivatesecurity@homeoffice.gov.uk.*

**ARGYLL AND BUTE COUNCIL (ELECTIONS)
GUIDELINES ON DISPLAY OF CAMPAIGN POSTERS AND USE OF CAR PARKS**

DISPLAY OF CAMPAIGN POSTERS

Commencing from the last date for the publication of the Notice of Election, and until Election Day, the Council will not object to the fixing of election posters to items of street furniture such as lighting columns, subject to the following conditions:-

- a) Election Agents' names and addresses must be advised to the appropriate Area Roads Operations Office prior to the display of election material.
- b) All posters must be backed by some form of board or card of adequate stiffness and tied with cord of sufficient strength. They must not be attached to street furniture using glue or any form of adhesive.
- c) Printed election material must contain an imprint to ensure that all organisations involved in publishing and promoting the material is listed. Further information on the requirements can be found on the Electoral Commissions website.
- d) Placing posters must not inconvenience the travelling public in terms of obscuring signs that are essential for the direction of traffic and safety. The mounting height of posters must not be less than eight feet (2.4m) above ground level.
- e) Posters must not, in any circumstances, be attached to any traffic signal post or control box, or to street furniture in central reservations and pedestrian refuge islands. For structural and electrical safety reasons, ladders should not be placed against lighting columns – free standing step-ladders or other means of access should be used.
- f) Only one poster per candidate or two posters back to back, is allowed on each item of street furniture.
- g) All posters must be removed within 48 hours after polling day.
- h) Permission is granted on the understanding that those concerned indemnify the Council against any third party claim arising from the attachment.

USE OF COUNCIL CAR PARKS BY CARAVANS ETC.

Caravans may be sited in Council car parks, should space be available, for a period not exceeding 14 days immediately prior to polling day subject to the following conditions:-

- a) Where a car park is a free car park, no charge is made but, where a car park is fee-paying, the appropriate charge is levied.
- b) The caravan should not be used for sleeping accommodation between the hours of 11.00pm and 7.00am.
- c) To minimise the disturbance to residential areas located adjacent to car parks, the use of loud speakers is prohibited in connection with the use of a caravan in a Council car park.
- d) The total cost associated with the provision and removal of such caravans and other units will be borne by the promoting organisation.
- e) All associated signs and posters must be removed with 48 hours after polling day.

AMENITY SERVICES TEAM LEADERS – TEAM LEADERS/ASSISTANT TEAM LEADERS

Bute & Cowal – Fraser Smith 01369 707115
Oban Lorn & the Isles – Malcolm Cullen 01631 567817
Mid Argyll, Kintyre and the Islands – Julian Green 01546 604892
Helensburgh & Lomond – George Morrison 01436 657 646.



Display of Election Posters Campaign Material within Property Owned, Adopted or Maintained by the Council

This policy applies to the following assets owned or maintained by The Highland Council:

- Roads (including footways, cycleways, verges and remote paths) either adopted by The Highland Council as the local Roads Authority or maintained by another Service such as Housing;
- Property owned, maintained or leased by The Highland Council such as parks, recreational areas, buildings, etc. (with the exclusion of homes leased by Council tenants).

This policy also applies to parks, open spaces, and Council buildings regardless of whether they are owned, leased, or adopted by The Highland Council. This policy does not apply to campaigning materials which Council housing tenants choose to put up in the windows of homes which they rent from the Council.

Road safety is of paramount concern. The Council will permit the display of election posters on roadside verges and lighting columns within the Council area in connection with any election but only if they comply with the conditions stipulated herein.

Prior to any posters being displayed, an email must be sent to CEX.support@highland.gov.uk, for the attention of the Assistant Chief Executive of Place to:

- Seek permission to display campaign election posters,
- Agrees to indemnify the Council against any damages as a result of the display of such election posters.
- The relevant Council department where material is displayed in breach of this policy shall remove it as soon as practicable and then recharge the election agent or independent candidate to recover the costs in doing so.
- Agrees that posters, mounts, string and cable ties are removed within the 7 days following the election.

The following conditions must be met:

- Campaign posters must not be displayed prior to the date of announcement of an election.

- In any circumstances must not be located upon the central reserve of dual carriageways, refuge islands in the center of roadways, traffic signal posts, control boxes or upon roundabouts.
- Be located not to interfere with the visibility required for persons emerging from side roads or private accesses.
- Posters must be located at the rear of any verge provision and in any case no closer than 1.5 metres to the running surface of any carriageway.
- Must be so mounted that the poster and mount will not afford any resistance or damage to a vehicle coming into contact with them.
- Posters attached to lighting columns must be first fixed to card of adequate stiffness which in turn must be tied with string or cable ties to the road lighting column. The mounting height of the card must not be less than 2100 mm (7 ft) above the height of the adjoining footway.
- The area of any poster must not exceed 0.2 sq. m, and the maximum overall vertical or horizontal dimension must not exceed 500 mm.

For statutory reasons the Returning Officer cannot be involved in controlling the display of election posters. Any questions or problems concerning this policy will be dealt with by the Assistant Chief Executive of Place via CEX.support@highland.gov.uk.

If candidates intend to display Election Posters adjacent to a Trunk Road, please note that permission to display posters should be sought from the company's representatives as follows:

BEAR Scotland Limited, BEAR House, Inveralmond Road, Perth PH1 3TW
Tel: 01738 448 600, Email: enquiries@bearsotland.co.uk

Amey, Caledonian House, West Kinfauns, Perth PH2 7XZ, Tel: 08000 830084, Email: occr-northeast@amey.co.uk, <https://netrunkroads.scot/>

