

TOWN AND PARISH COUNCIL ELECTIONS 2025

Form for the Appointment of a Count Agent and Guest

DEADLINE FOR SUBMISSION: Thursday 24 April 2025

~ Please do not submit this form until after 3 April ~

Please return your completed form to the Returning Officer at the Shirehall,
Abbey Foregate, Shrewsbury, SY2 6ND.

Once this form has been lodged **NO SUBSTITUTIONS** can be made to those people listed.

The **COUNTING OF VOTES** will take place at:

SHREWSBURY SPORTS VILLAGE, SUNDORNE ROAD, SHREWSBURY SY1 4RQ

Commencing at 9AM on SATURDAY 3 MAY

Entry to the Count Hall will be strictly controlled and Candidates, their Appointed Agent(s) and Guest(s) **MUST** produce their official appointment letter to gain entry.

Each Candidate is able to attend in person and may also appoint a maximum of **TWO ADDITIONAL REPRESENTATIVES**, namely:

- Guest
- And Verification/Count Agent
- **OR** one named alternative representative for each category above

If there is a high demand for tickets, the Returning Officer may need to reduce the number of people attending at a later date: Please therefore list your agents/guests in your preferred order of attendance.

TOWN/PARISH COUNCIL CANDIDATE DETAILS	
Candidate Name	
Town/Parish Council	
I hereby give you notice that I have appointed the following person(s) to attend the COUNTING OF VOTES at a time to be confirmed on Saturday 3 May 2025	
NAME	ADDRESS FOR ENTRY TICKET
(1)	Guest:
(2)	Count Agent (Count):

SIGNED: _____ **Date:** _____
Candidate

FOR OFFICE USE ONLY	Date Rec'd	Processed By	
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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.