

TOWN AND PARISH COUNCIL ELECTIONS 2025

Form for the Appointment of Agent to Attend the Opening of the Postal Votes

DEADLINE FOR SUBMISSION: MONDAY 21 APRIL 2025

Please return your completed form to the Returning Officer at
The Guildhall, Frankwell Quay, Shrewsbury, SY3 8HQ

- **Postal Votes will be opened daily in the Council Chamber at The Guildhall in Shrewsbury from 9.00am on working days between 22 April and 1 May inclusive.**
- **Additional Opening Sessions will be held at Shrewsbury Sports Village at 8pm and 10pm on Thursday 1 May.**

Should you wish to appoint an Agent to attend any of the Opening Sessions at The Guildhall, please complete and submit this form at **Section A**. Appointed Agents may attend the Opening Session at Shrewsbury Sports Village at 8pm on Thursday 1 May, but they can only be one of the people named in your allocation of two who are attending the Verification Process. Any person so appointed, will be required to leave the Verification Hall prior to the commencement of the formal verification process, if the 8pm Opening Session has ended early. Please complete and submit this form at **Section B**.

Please note that you will not be able to view individual ballot papers, it is purely the opportunity to view the opening process.

TOWN/PARISH COUNCIL CANDIDATE DETAILS	
Candidate Name	
Town/Parish Council	
SECTION A	I hereby give you notice that I have appointed the following person to attend the OPENING OF POSTAL VOTES (VARIOUS DATES) at The Guildhall, Shrewsbury
NAME	ADDRESS <i>(Tickets will not be issued for these sessions)</i>
SECTION B	I hereby give you notice that I have appointed the following person to attend the OPENING OF POSTAL VOTES at Shrewsbury Sports Village commencing at 8PM on Thursday 1 May 2025
NAME	ADDRESS FOR ENTRY TICKET

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.