

# TOWN AND PARISH COUNCIL ELECTIONS 2025

## Form for the Appointment of a Verification Agent Guest

**DEADLINE FOR SUBMISSION: THURSDAY 24 APRIL 2025**

~ Please do not submit this form until after 3 April 2025 ~

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

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

The VERIFICATION OF VOTES will take place at:  
**SHREWSBURY SPORTS VILLAGE, SUNDORNE ROAD, SHREWSBURY SY1 4RQ**  
on Friday 2 May 2025 at 9.00 am

Entry to the Verification 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 <b>VERIFICATION OF VOTES</b> at a time to be confirmed on either Friday 2 May 2025		
	NAME	ADDRESS FOR ENTRY TICKET
(1)	Guest:	
(2)	Count Agent (Verification):	

**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.*