

## East Suffolk Council – Town Council By-election

Thursday, 28 August 2025

### Candidate Information / Attendance at the count

Local authority:	East Suffolk Council			
Town Council:				
Name of candidate:		I will attend the count	Yes	No
Signature of candidate				
Name of candidate's guest	Address of guest (including postcode)	Email address of guest		

### Appointment of Counting Agent

Counting Agents may be appointed using this form by the candidate.

It must be delivered by **Wednesday 20 August 2025**.

The maximum number of Counting Agents that may be appointed is **ONE**.

Signature of candidate:		
I appoint the following Counting Agent:		
Name of Counting Agent	Address of Counting Agent (including postcode)	Email address of Counting Agent

Appointment of Polling Agents		
Polling agents may be appointed using this form by the candidate. It must be delivered by <b>Wednesday 20 August 2025.</b>		
Name of candidate:		
Signature of candidate:		
I appoint the following people as Polling Agents:		
Name and address of Polling Agent (including postcode)	Email address of Polling Agent	List of polling stations to which they are appointed

Notice of Appointment of Agent to attend the opening of the Postal Votes		
An agent may be appointed to attend the opening of Postal Votes on behalf of the candidate. The votes will remain secret during this process. This form must be returned prior to the start of the days scheduled opening session.		
Name of candidate:		
Signature of candidate:		
Name of Agent	Address of agent (including postcode)	Email address of agent
I understand that the opening sessions that are scheduled may be cancelled at short notice if there are too few votes returned on any one day to warrant holding a session. Therefore, I will contact the elections office before coming to any session so that I can check whether the session is still taking place.		

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.

Chris Bally  
East Suffolk Council  
East Suffolk House  
Station Road  
Melton  
Woodbridge  
IP12 1RT

For further information relating to the processing of personal data you should refer to the privacy notice on the website – [www.eastsuffolk.gov.uk](http://www.eastsuffolk.gov.uk)