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Mayoral election

Candidate check list

This check list is designed to assist candidates standing in a mayoral election in England in preparing to submit their nomination. It should be read alongside the Electoral Commission's *Guidance for candidates and agents* and *quick-guide to the mayoral elections in England*.

Task	Tick
Nomination paper	
Add your full name – surname in the first box and all other names in the second	
Optional - Use the common name(s) boxes 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 shown on the Electoral Commission's website and supported by a certificate of authorisation from that party; others can use 'Independent' (and/or 'Annibynnol' in Wales) or leave this blank	
Add the full home address of the candidate	
Subscribers – all thirty subscribers must sign and have their name printed. Use your copy of the electoral register to make sure the elector number is accurate	
Candidate's consent	
You must meet at least one of the listed qualifications. Complete the details for all the qualifications that you meet in the space provided in full.	
Date of birth	
Sign and date the document in the presence of another person	
Get the other person to complete and sign the witness section	
Certificate of authorisation (party candidates only)	
Candidate's full name	
Check certificate allows the registered party name or description used on nomination paper to be used (or allows any to be chosen)	
Issued by the party Nominating Officer (or someone that they have authorised to issue it on their behalf)	
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	
Request to come from the candidate	
Appoint an election agent	
Give name, home and office address of the appointed election agent	
The appointed agent to sign the form showing their acceptance	