

# Notification to register as a non-party campaigner

Non-party campaigners are individuals or organisations that campaign in the run-up to elections, but are not standing as political parties or candidates.



If you plan to spend more than £20,000 in England or £10,000 in any of Scotland, Wales or Northern Ireland on campaigning in the regulated period before elections you must register with us as a non-party campaigner.

If your total regulated spending stays below these thresholds in each part of the UK, you do not need to register.

If you think that you are going to spend over this amount you should register as soon as possible. You must not spend over the threshold until you receive written confirmation of your registration.

The Commission maintains a [register](#) of non-party campaigners in the lead up to elections. It is an offence to spend over the threshold without registering with us.

Only certain individuals and types of organisations can register. If you don't fall into one of those categories, you are not eligible to register and you cannot spend over the registration threshold.

You can register as a non-party campaigner [online](#). You can also register using this form. You should read the related guidance before registering online or completing this form.

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## Who this form is for:

Individuals or organisations planning to spend more than £20,000 on campaigning in the run-up to elections in England, or £10,000 in any of Scotland, Wales or Northern Ireland.

We use the word “**must**” in this guidance to clarify where there is a legal requirement to provide information.

We are not able to process the form until the form is fully completed and the declarations signed. The information provided on the form must be true and accurate. Should you require further guidance on what your duties and responsibilities may be, you can read our [guidance](#).

Third parties and/or responsible persons are advised to obtain their own independent legal advice as to the full extent of their liabilities and duties.

## Explanatory notes

### Section 1 – Details of the individual or organisation applying for registration

Everyone must complete this section of the form.

If you are an individual you must tell us your full name and home address. Individuals can only register if they are on the electoral register or resident in the UK. Please also provide the additional contact details requested.

If you are registering an organisation you must provide the organisation’s name and address. You must use the organisation’s official address such as its registered office, headquarters, principal or main office. Please also provide the additional contact details requested.

### Section 2 –Status



Everyone must complete this section of the form.

Please tick one box to tell us who or what is being registered.

Only certain types of entities can register and you should ensure you have read our guidance to understand if you can register. Outlined below is a list of entities that can register:

- an individual registered on a UK electoral register or resident in the UK
- a UK registered political party (including 'minor' parties)
- a UK registered company which is incorporated in the EU and carries on business in the UK
- a UK registered trade union
- a UK registered building society
- a UK registered Limited Liability partnership which carries on business in the UK
- a UK registered friendly, industrial or provident society
- a UK based unincorporated association that carries on the majority of its business or other activities in the UK
- a body incorporated by Royal Charter
- a UK charitable incorporated organisation
- a Scottish partnership which carries on business in the UK

If you are registering as an individual please tell us whether you are on the register or resident in the UK.

If you are registering as a company, you must tell us your company registration number.

## Section 3 – Notification of the responsible person for your organisation

Organisations other than registered political parties and individuals must complete this part of the form.

The name of the responsible person must be provided by the organisation. This person is responsible for making sure that the registered non-party campaigner follows the rules on spending, donations and reporting. You should also provide additional contact details in the spaces provided for correspondence purposes.

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You do not need to complete this section if you are registering as an individual, as you will automatically be the responsible person for compliance. If your organisation is a political party, unless it is a minor party, your party treasurer is automatically appointed the responsible person for compliance, and you do not need to complete this section.

Other organisations, including minor parties, must provide the details of the person responsible in the organisation for compliance with reporting, spending and donation rules. Please ensure that you are clear as to the position held in the organisation by the person who is going to be the responsible person.

### Additional information

As part of an application to register with us, some organisations must provide the names of the individuals that make up their governing bodies or committees. In law these individuals are called 'relevant participators'. If you are a body listed in the table below, please use the continuation sheet at the bottom of this form to provide the names of your organisation's relevant participators.

<b>Organisation</b>	<b>Relevant participators</b>
Registered company	Directors of the company
Trade Union	Officers of the trade union
Building Society	Directors of the society
Limited Liability Partnership	Members of the Limited Liability Partnership
Friendly Societies	Members of the society's managing committee
Industrial and Provident Societies	Members of the society's managing committee or other directing body
Unincorporated Associations	Where the body has more than 15 members and has officers or a governing body, those officers or members of the governing body; where it has 15 members or less, the body's members
Body Incorporated by Royal Charter	The body's officers or members of its governing body
Scottish Partnerships	The partners
UK Charitable Incorporated Organisation	The charity trustees

## Section 4 – Are you carrying on a business in the UK?

Some organisations must provide information that they are carrying on a business in the UK. If you are a

- a UK registered company
- a UK registered Limited Liability partnership
- a UK based unincorporated association
- a Scottish partnership

## Section 5 – Are you submitting any supporting documentation with your form?

You can submit any other documents in support of your notification, if you do so please tick the box in this section.

For example this might be evidence that you are carrying on business or that your organisation has a structure that meets one of the requirements for registration.

You do not have to provide this information but it may delay the registration process if we have to ask for further information.

## Section 6 - 9 Signatures

There is a separate box for individuals, organisations and political parties. Please sign the appropriate box for the type of entity you are registering.

### **Section 6 Individuals**

If you are an individual you must sign and date the declaration yourself.

### **Section 7 Other organisations excluding registered political parties**

If you are registering one of the other organisations listed in section 2, the secretary of your organisation must sign and

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date the declaration or a person acting in a similar capacity to the secretary in relation to the organisation.

If you are not the secretary but are signing the form you must tell us in what capacity you are acting and why you are therefore eligible to sign the form.

## **Section 8 Registered political parties**

If your organisation is a political party, the registered party leader and the registered nominating officer must sign and date the form (plus another officer if the leader and nominating officer are the same person).

If any of the registered officers is unable to sign the form, an additional party officer must sign and date the form making a declaration that they are authorised to sign in the registered officer's absence, and explain why the registered party officer is unable to sign the form.

## **Section 9 Signature of the Responsible Person**

The responsible person must also sign this form, indicating that the information is accurate and that they understand their responsibilities under the Act.

Should you require further guidance on what your duties and responsibilities may be, you can read our [guidance](#).

Third parties and/or responsible persons are advised to obtain their own independent legal advice as to the full extent of their liabilities and duties.

## **Completing and sending the form to us**

You must register as a campaigner before you spend more than £20,000 campaigning in elections in England, or £10,000 in any of Scotland, Wales or Northern Ireland.

Whilst we process all registrations as quickly as possible, undertaking our necessary checks against the legal requirements means that a decision on any new registration will not be granted immediately. You should ensure that you lodge your registration with us in good time for us to undertake these checks before you spend over the threshold

If we do not have enough information to check your notification we will ask you for more information. You must not spend over the registration threshold until you have written confirmation of your registration.

We will publish the information on the public register of non-party campaigners, but we will not publish the address of any individual.

## Return the form by post, fax or email to:

Party and Election Finance  
3 Bunhill Row  
London  
EC1Y 8YZ

Tel: 020 7271 0616  
Fax: 020 7271 0505  
Email: [partyreg@electoralcommission.org.uk](mailto:partyreg@electoralcommission.org.uk)  
Web: [www.electoralcommission.org.uk](http://www.electoralcommission.org.uk)

You can also return the form to any of our devolved offices in Scotland, Wales or Northern Ireland. Contact details for our devolved offices are available on our [website](#).

We will acknowledge all notifications.

Electoral Commission use:

## Notification to register as a non-party campaigner

### Section 1 – Details of the individual or organisation applying for registration

Name of organisation or individual who is applying to register. This is the name that will appear on the register.

Address

Town

Postcode

Telephone  
number

Email  
address

## Section 2 – Status

I am registering as:

### Individuals

An Individual

If you are registering as an individual you must be on the electoral register or resident in the UK

Are you on the electoral register?

Are you resident in the UK?

Go to Section 6 – the declaration

### Registered political parties(Not minor parties)

A Registered political party

Go to Section 8 – the declaration

### Companies

A Company

Go to Section 3 the responsible person and additional information

Company Registration Number:

### Other types or organisation

A Minor political party

Go to Section 3 the responsible person and additional information

A Building society

Go to Section 3 the responsible person and additional information

A Trade union

Go to Section 3 the responsible person and additional information

A Scottish partnership carrying on business in the UK

Go to Section 3 the responsible person and additional information

A UK charitable incorporated organisation

Go to Section 3 the responsible person and additional information

A Limited Liability Partnership

Go to Section 3 the responsible person and additional information

A Friendly Industrial or Provident society

Go to Section 3 the responsible person and additional information

An Unincorporated Association

Go to Section 3 the responsible person and additional information

A body incorporated by Royal Charter

Go to Section 3 the responsible person and additional information

### Section 3 – Notification of the responsible person for your organisation (all organisations excluding registered political parties)\*

Title	<input type="text"/>	First Name(s)	<input type="text"/>
Surname	<input type="text"/>		
Address	<input type="text"/>		
Town	<input type="text"/>	Postcode	<input type="text"/>
Telephone number	<input type="text"/>		
Email address	<input type="text"/>		
Position held in organisation	<input type="text"/>		

### Section 4– Are you carrying on a business in the UK?

If you are required to carry on a business in the UK as part of your registration, please outline your current activities in the box below:

\* Some organisations must also provide the names of the individuals that make up their governing bodies or committees. In law these individuals are called 'relevant participators'. If you are a body listed in the table on page three of the explanatory notes to this form, please use the continuation sheet to provide the names of your organisation's relevant participators. The continuation sheet is at the end of this document.

### Section 5 – Other documentation in support of your application

Are you submitting any other documentation in support of your application:

Yes

Please list these documents on a separate sheet

## Section 6 – Declaration and signatures (individuals)

I hereby give notification to the Electoral Commission that the individual named in section 1 wishes to register as a campaigner for the purposes of Part VI of the Political Parties, Elections and Referendums Act 2000.

By signing this declaration, I confirm that the information contained on this form is true and accurate. I understand that by making a false declaration on this form may result in prosecution.

I also understand that by signing this declaration, I am responsible for all liabilities and duties attributed to me as a non-party campaigner and this may also include liabilities and duties attributed to a responsible person.

I am the person applying to be a non-party campaigner

Signed

Name

Date

**Section 7 – Declaration and signatures (Other organisations, excluding registered political parties)**

I hereby give notification to the Electoral Commission that the organisation named in section 1 wishes to register as a campaigner for the purposes of Part VI of the Political Parties, Elections and Referendums Act 2000.

By signing this declaration, I confirm that the information contained on this form is true and accurate. I understand that by making a false declaration on this form may result in prosecution.

I also understand that by signing this declaration, I am responsible for all liabilities and duties attributed to me as a non-party campaigner and this may also include liabilities and duties attributed to a responsible person.

I am the secretary, or acting in similar capacity as secretary of the organisation named in section 1

Signed

Name

Position

Date

If you are not the company secretary, please explain how you are acting in a similar capacity to a company secretary

## Section 8 – Declaration and signatures (registered political parties)

I hereby give notification to the Electoral Commission that the political party named in section 1 wishes to register as a campaigner for the purposes of Part VI of the Political Parties, Elections and Referendums Act 2000.

By signing this declaration, I confirm that the information contained on this form is true and accurate. I understand that by making a false declaration on this form may result in prosecution.

I also understand that by signing this declaration, I am responsible for all liabilities and duties attributed to me as a non-party campaigner and this may also include liabilities and duties attributed to a responsible person.

I/We are the responsible officers of the above-named political party

Signed (Registered Leader)

Name

Position Held

Date

Signed (Nominating Officer/Additional Officer- if Nominating Officer and Leader are the same person)

Name

Position Held

Date

## Section 8 (continued) – Additional party officer (if applicable)

I declare that I am authorised to sign on behalf of:  (name)

the party's registered:  (position in party)

who is unable to sign this form because:  (state reason)

Signed:  Date:    (dd-mm-yyyy)

Printed name:

Position:

## Section 9 – Declaration and signatures (Responsible person)

By signing this declaration, I confirm that the information contained on this form is true and accurate. I understand that by making a false declaration on this form may result in prosecution.

I also understand that by signing this declaration, I am responsible for all liabilities and duties attributed to me as a responsible person and this may also include liabilities and duties attributed to a non-party campaigner.

Signed

Name

Position Held

Date

## Form TP1: Continuation sheet

If your organisation is listed below, you must use the sheet below to provide the details of your organisation's relevant participators. You may use as many sheets as you require.

The organisations listed must provide details of their relevant participators:

<b>Organisation</b>	<b>Relevant participators</b>
Registered company	Directors of the company
Trade Union	Officers of the trade union
Building Society	Directors of the society
Limited Liability Partnership	Members of the Limited Liability Partnership
Friendly Societies	Members of the society's managing committee
Industrial and Provident Societies	Members of the society's managing committee or other directing body
Unincorporated Associations	Where the body has more than 15 members and has officers or a governing body, those officers or members of the governing body; where it has 15 members or less, the body's members
Bodies Incorporated by Royal Charter	The body's officers or members of its governing body
Scottish Partnerships	The partners
UK Charitable Incorporated Organisation	The charity trustees

## Form TP1: Continuation sheet

Organisation name: \_\_\_\_\_

The relevant participators for the above named organisation are listed below.

Name	Position

## Privacy Statement

We will only use the information you give us to support our statutory functions. We will look after your personal information securely and we will follow data protection legislation. We will not share your personal information, or the personal information you may provide on other people, to anyone else unless we have to by law.

The lawful basis to collect the information in this form is that it is necessary for us to perform tasks carried out in the public interest and to exercise official authority vested in the Electoral Commission as set out in the Political Parties, Elections and Referendums Act 2000, the Representation of the People Act 1983, associated regulations and other electoral legislation.

Some of the information collected in this form is classified as special category personal data. We process this for reason of substantial public interest, which has a basis in UK law. To process this type of information the Data Controller must have a relevant policy document that sets out how this information will be handled.

The Electoral Commission is the Data Controller and its Data Protection Officer is Jo Crofton-Diggins ([dataprotection@electoralcommission.org.uk](mailto:dataprotection@electoralcommission.org.uk)).

You can read our privacy notice at <https://www.electoralcommission.org.uk/privacynotice> for information about how we process personal data.

For Electoral Commission use only			
Date of receipt	<input type="text"/>	Checked by	<input type="text"/>
Date entered in database	<input type="text"/>	File reference number	<input type="text"/>