

Form RP8M

Confirmation of the registered details of a minor political party

This form should be completed by the **party leader** of a minor party.

You should complete this form and send it to us every year to confirm your party's registered details.

You should submit the form within the period beginning one month before and ending six months after the anniversary of the party's registration date. We will write to you to tell you when your confirmation is due.

Use the form to confirm the registration status of your party and to tell us about any changes you wish to make to the registered details.



Important: it is an offence for the registered party leader to fail to submit a confirmation of registered details by the deadline. It may also result in your party being deregistered.

Completing and sending the form to us

You can type directly into the form and print it off to sign and send to us or you can print the form out, complete it by hand and send it to us.

Please do not submit this form electronically. The form needs a signature because it contains a declaration, so you can either **post** or **fax it to us**.

Note: If you are completing this form you may need to complete form:

- RP2 'Application to alter an entry in the register of political parties'
- RP3 'Notification of a change of registered details'
- RP4 'Register a replacement party officer'

Explanatory notes

Section 1 – Party Details

Please insert your party's name and the unique reference number that we assigned when you registered the party.



See the **Definitions box** at the end of this document for an explanation of the legal terms used in this note.

Section 2 – Declaration and signature

The declaration must be signed and dated by the party's registered leader.



You will be making a declaration when you sign this form. You should be careful to ensure that you do not make a false declaration.

For more information see our guidance on registering a political party which can be found on our website at [Parties and party officers - Electoral Commission](#)

Section 3 – Change of registered details

Use this section of the form to tell us that you are notifying us of a change in your party's registered details. Indicate whether you have attached forms or the party's constitution by ticking the appropriate box.

Attach a completed form RP3 'Notification of change of details' to change the:

- address of the party
- home address of any party office

Attach form RP4 'Application to register a replacement party officer' to change the:

- party leader
- nominating officer
- additional officers registered with the Commission

There is no additional charge for changing any of the registered details.

Section 4 – Annual confirmation fee

Tick the box to tell us you have enclosed the annual fee of £25.00

Section 5 – Alter an entry in the register of political parties

If your party wishes to alter the register entry change you need to complete form RP2 'Application to alter an entry in the register of political parties' the form allows you to:

- alter the registered party name
- change the part(s) of Great Britain in which the party is registered
- add remove or substitute a registered emblem
- change the status of the party if it is a registered minor party

Please note that you must pay an additional fee of £25.00 to alter the party's registered entry.

Return the form by post or fax to:

Party Registration Team
The Electoral Commission
3 Bunhill Row
London
EC1Y 8YZ

Tel: 0333 103 1928

Fax: 020 7271 0505

Email: partyreg@electoralcommission.org.uk

Web: www.electoralcommission.org.uk

We will acknowledge all notifications.

Electoral Commission use:

Confirmation of the registered details of a minor political party

Section 1 Party Details

Name of registered party

Party reference

Section 2 Declaration and signature

I declare in accordance with section 34 of the Political Parties, Elections and Referendums Act 2000 that, to the best of my knowledge and belief, the registered details of the above named party remain accurate (subject to the amendments enclosed and specified below).

Signed

Printed name

Party leader

Date

Section 3 Change of registered details

Notification of change of details (Form RP3) included

Yes

No

Application to register a replacement officer (RP4) included

Yes

No

Notification of change of constitution included

Yes

No

Section 4 Annual confirmation fee

Fee of £25 enclosed

Yes

No

Section 5 Application to alter register entry

Application to alter register entry enclosed (Form RP2)

Yes

No

If yes, an additional fee of £25 should be enclosed with the application

For Electoral Commission use

Date of receipt

Checked by

Date entered in database

File reference number



Definitions box

How the law defines the legal terms used in this note

Political party

A party registered with us under Part II Political Parties Elections and Referendums Act 2000

Minor political party

A party registered to contest parish council elections in England and community council elections in Wales – the registration can also protect a party's name in Scotland.

Register of political parties

The register of parties that intend to contest elections in England; Scotland and Wales which is maintained by the Electoral Commission and which is called the Great Britain register.

The register of parties that intend to contest elections in Northern Ireland which is maintained by the Electoral Commission and which is called the Northern Ireland register.

Where can I get further advice?

If you have any questions about notifying the Commission about political contributions, and reporting the gifts made to unincorporated associations please contact us for further advice.

You can get further advice from:

Party and Election Finance
The Electoral Commission
3 Bunhill Row
London EC1Y 8YZ

Tel: 0333 103 1928

Fax: 020 7271 0505

Email: pef@electoralcommission.org.uk

Web: www.electoralcommission.org.uk

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 can be contacted at dataprotection@electoralcommission.org.uk.

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