

## Who is this form for?

Under the Political Parties, Elections and Referendums Act (PPERA), where the total value of a party's assets, or total amount of a party's liabilities, are more than £500, the party is required to submit a record of assets and liabilities to the Electoral Commission as part of its application to register as a political party. In the legislation, this is referred to as the party not meeting the assets/liabilities condition.

This form must be signed by the proposed registered treasurer.

Please refer to our guidance, 'How to register your political party', available at [electoralcommission.org.uk/how-register-your-political-party](https://electoralcommission.org.uk/how-register-your-political-party), before completing this form.

## How to submit this form

You can submit your completed form by email, 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.co.uk](mailto:partyreg@electoralcommission.co.uk)

Web: [electoralcommission.org.uk](https://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](mailto:dataprotection@electoralcommission.org.uk). You can read our privacy notice at [electoralcommission.org.uk/privacy-policy](https://electoralcommission.org.uk/privacy-policy) for information about how we process personal data.

# Record of assets and liabilities

## 1 Details of proposed political party

Party name

## 2 Fixed assets

Category	Amount £
Property	
Fixtures and fittings	
Office equipment	
Investment property	
Other investments	
<b>Total fixed assets</b>	

Notes

## 3 Current assets

Category	Amount £
Cash in hand and in bank	
Stock/inventory	
Debtors and pre-payments	
<b>Total current assets</b>	
<b>Total assets</b>	

Notes

## 4 Liabilities

Category	Amount £
Financial institution loans	
Other loans	
Trade and other creditors	
<b>Total liabilities</b>	
<b>Total net assets/(liabilities)</b>	

Notes

## 5 Declaration

I confirm that the information provided reflects the above-named party's record of assets and liabilities at the date of application.

**Signed by the proposed registered treasurer**

Printed name

Signature

Date

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