

DECLARATION OF ACCEPTANCE OF OFFICE

BOTTESFORD PARISH COUNCIL

I(1) having been elected to the office of(2)
of (3)

declare that I take that office upon myself, and will duly and faithfully fulfil the duties of it according to the best of my judgement and ability.

Signed..... Date

This declaration was made and signed before me,

Signed: Date:

Member/Proper Officer of the Council (4)

- 1) Name of person making the declaration
- 2) Insert description of office - i.e. councillor, mayor, chairman - as appropriate
- 3) Insert the name of the authority of which the person making the declaration is a member, or Mayor/Chairman if the Declaration is applicable to appointment to that office
- 4) Where the declaration is made before a person authorised by s,83(3) of the Local Government Act, state the capacity in which that person takes the declaration – for members of town and parish council the declaration may be made before either a member of the council **or** the Proper Officer of the council.

This declaration, or a form to the like effect, must be used whenever a person is elected to a town, parish or community council or is co-opted to a casual vacancy where there has been no bye-election, or is elected town mayor or chairman.

This document must be retained by the parish/town council.