

Town / Parish of \_\_\_\_\_

## DECLARATION OF ACCEPTANCE OF OFFICE OF COUNCILLOR

I, \_\_\_\_\_ having been elected to the office of Councillor for the Town/Parish of \_\_\_\_\_, HEREBY DECLARE that I take the said office upon myself, and will duly and faithfully fulfil the duties thereof according to the best of my judgement and ability.

I undertake to observe the code as to the conduct which is expected of members of the Town/Parish Council.

(Signature) \_\_\_\_\_

Dated \_\_\_\_\_

This declaration was made and subscribed before me.

(a) \_\_\_\_\_ or (b) \_\_\_\_\_

(Member of the Town/Parish Council) (Clerk to the Town/Parish Council)

### Notes :

1. A person elected to the office of councillor shall make the above Declaration before or at the first meeting of the Town/Parish Council after their election or, if the Council at that meeting so permit, before or at a later meeting of the Council.
2. The Declaration shall be made in the presence of a member of the Town/Parish Council or the Clerk to the Town/Parish Council and signed by that person at (a) or (b) above.
3. The completed Declaration must be handed to the Clerk of the Town/Parish Council for their retention immediately after completion.
4. If an elected member fails to comply with 1 and 2 above, their office shall become vacant.