

Declaration of Acceptance of Office for Parish/Town Councils

_____ (1) have been elected to the office
of _____ (2)
_____ Parish/Town Council (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: _____

Dated: _____

This declaration was made and signed before me

_____ (4)

Name of the member of the Council or Proper Officer of the Council.

- (1) Insert the name of the person making the declaration.
- (2) Insert 'member' or 'Chairman/Mayor' as appropriate.
- (3) Insert the name of the authority of which the person making the declaration is a member or Chairman/Mayor.
- (4) Where the declaration is made before another person authorised by section 83(4) of the Local Government Act 1972, state instead the capacity in which that person takes the declaration.
- (5) For Councillors, the declaration must be made before or at the first meeting of the Parish Council or if the Parish Council at that meeting so permit, before or at a later meeting fixed by the Council. Failure to comply with this provision will result in the Office becoming vacant.

THE SIGNED DECLARATION MUST BE RETAINED BY THE PARISH/TOWN CLERK