

DECLARATION OF ACCEPTANCE OF OFFICE

For completion by the Chairman (or Mayor) or by a Parish Councillor of a Town or 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

Proper Officer* ofCouncil.

- (1) *Insert the name of the person making the declaration.*
- (2) *Insert "Member", "Chairman" or "Mayor" as appropriate.*
- (3) *Insert the name of the authority of which the person making the declaration is a Member, Chairman or Mayor.*

S. 83(4) Local Government Act 1972 requires the declaration to be made in the presence of the Proper Officer* and delivered to the Council:

- (a) in the case of a chairman, at the meeting at which he is elected
- (b) in the case of a councillor, before or at the first meeting of the Council after his election

In either case if the council at that meeting so permit, it may be made before or at a later meeting fixed by the Council.

** or a Member of the Council*