

**NEWCASTLE-UNDER-LYME COUNCIL  
BOROUGH ELECTIONS  
Form for the Appointment of Counting Agents & Guests**

**DEADLINE FOR SUBMISSION: WEDNESDAY 29 April 2026**

Please return your completed form to the Returning Officer, Elections Office, Castle House,  
Barracks Road, Newcastle-under-Lyme, ST5 1BL  
Once this form has been lodged NO SUBSTITUTIONS can be made to those people listed.

The VERIFICATION/COUNTING OF VOTES will take place at:  
KEELE SPORTS CENTRE, KEELE UNIVERSITY, KEELE,  
STAFFORDSHIRE ST5 5BG

**Commencing at 10.45pm on THURSDAY 7 MAY 2026**

Entry to the Counting Hall will be strictly monitored and Candidates, their Appointed Agent(s) and Guest(s) MUST produce their official appointment letter to gain entry.

Further information on the number of Count Agents/Guests to be permitted will follow at a later date.

BOROUGH CANDIDATE DETAILS	
Candidate Name	
Electoral Ward	
I hereby give you notice that I have appointed the following person(s) to attend the <b>COUNTING OF VOTES at 10.45pm on Thursday 7 May 2026</b>	

NAME	ADDRESS FOR ENTRY LETTER

**SIGNED:** \_\_\_\_\_ **Date:** \_\_\_\_\_

[Candidate] [Election Agent] *Please delete as appropriate*

<b>FOR OFFICE USE ONLY</b>	Date Rec'd		Processed By
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