

UK Parliamentary general election

Caithness, Sutherland and Easter Ross Constituency

Thursday, 12 December 2019

NOTES FOR CANDIDATES

This document highlights key points and should be read in conjunction with EC Guidance for Candidates and Agents.

As Returning Officer for the UK Parliamentary general election to be held on **Thursday 12 December 2019**, I have prepared the following notes of guidance for prospective candidates.

1 HOURS OF POLL

The hours of poll will be 7.00 a.m. to 10.00 p.m.

2 NOMINATION PAPER

The nomination paper must be lodged at the **Depute Returning Officer, Meeting Room 1, The Highland Council, Election Office, Council Headquarters, Glenurquhart Road, Inverness IV3 5NX**

I would recommend that your nomination paper be checked by our staff prior to you formally lodging it. Please telephone 01463 702945 to make an appointment.

A deposit of £500 is required. The deposit may be made only (a) by the deposit of legal tender; (b) by means of a banker's draft acceptable to the Returning officer; (c) by means of debit or credit or (d) by prior arrangement agreed with the Returning Officer, by electronic transfer of funds.

Please note that nominations cannot be lodged on Saturdays, Sundays or bank holidays and the hours for lodging nomination papers are 10.00 a.m. to 4.00 p.m. daily.

NOMINATIONS MUST BE LODGED NOT LATER THAN 4.00 P.M. ON THURSDAY, 14 NOVEMBER 2019

3 CANDIDATE

The candidate must have attained the age of 18 at the day of nomination and must be either born in the United Kingdom or be a Commonwealth citizen or a citizen of the Irish Republic. The candidate must not be subject to any legal incapacity.

Disqualification - General

Bankrupts

Someone who has been adjudged as a bankrupt by a court in England and Wales or whose estate has been sequestrated by a court in Scotland cannot be nominated. This disqualification does not apply to anyone who has been discharged.

Peers

Peers, who are members of the House of Lords, cannot be nominated unless the candidate has disclaimed the peerage. For clarity, this does not apply to hereditary Peers unless they fall within the exception set out in the House of Lords Act 1999.

Sitting Member

A candidate who is already a Member of Parliament for another constituency cannot be nominated until the candidate has vacated the other seat.

Disqualification in Relation to a Corrupt Practice

Any person who has been disqualified for this particular constituency or from standing generally as a result of having been personally guilty of a corrupt practice at a previous election.

General Disqualifications

The following people are disqualified from being nominated:

1. a Lord Spiritual [the House of Commons (Removal of Clergy Disqualification) Act 2001] and certain members of the clergy;
2. a prisoner serving a sentence for more than 1 year; and
3. a holder of an office which disqualifies the candidate from sitting in the House of Commons.

Disqualified Offices

These are listed in more detail in the House of Commons Disqualification Act 1975 and prospective candidates are referred to that legislation for more detail. However, in brief, the holders of the following offices are disqualified:-

- holders of certain judicial offices. In Scotland these offices include Sheriffs and Stipendiary Magistrates, but not lay Magistrates
- civil servants
- members of the armed forces
- members of the police
- members of the National Criminal Investigation Service or the National Crime Squad
- members of a legislature of any country or territory outside the Commonwealth
- holders of other offices specified in Schedule 1 of the Act. This relates to office bearers of certain public bodies such as QUANGOs and sometimes extends to the membership of these bodies. The list includes holders of politically restricted posts within the meaning of Part 1 of the Local Government and Housing Act 1989.

Candidate's Description

The particulars of a candidate standing on behalf of a registered political party may include in a nomination paper a description which **must not exceed six words** in length. It should be noted that only a candidate standing on behalf of a registered political party will be permitted to use a description other than "Independent". Candidates who are not standing on behalf of a registered political party do not need to have a description, but if a candidate wishes then he/she can only use the description "Independent".

Consent to Nomination

The nomination is NOT valid unless the candidate's consent is given in writing on or within one month before the date fixed as the last day for delivery of nomination papers and is delivered at the place and within the time appointed for the delivery of nomination papers. The consent must contain a statement that the candidate is aware of the provisions of the House of Commons Disqualification Act 1975, and that to the best of their knowledge is not disqualified. A form is enclosed in the nomination pack for your convenience.

4 THE PROPOSER, SECONDER AND ASSENTORS

The proposer, seconder and eight assenters must be registered as Parliamentary electors in the constituency in the registers to be used at the election on the last day for publication of the notice of election.

An elector may not subscribe to more than one nomination paper. In addition, an elector cannot subscribe to the same nomination paper as proposer, seconder and assenter.

A person whose name is entered in the Register of Electors may not subscribe to a nomination paper if the entry given as the date on which he/she will become of voting age is a date later than the day fixed for the poll. In this category, only those electors whose eighteenth birthday is on **Thursday 12 December 2019** may subscribe to a nomination paper.

5 REGISTERED POLITICAL PARTIES

It should be noted that Candidates are only allowed to use a description which associates them with a Registered Political Party if he/she obtains a Certificate of Authorisation from the Registered Political Party.

The Certificate **should** be in the style attached (see Form 2). If the Registered Political Party has its own style of certificate the information provided **must** contain the same details as the style attached and delivered to the Returning Officer by **4.00 p.m. on Thursday, 14 November 2019**. Failure to do so will result in the nomination being ruled as invalid.

6 PARTY EMBLEMS

It is possible for candidates who have received a certificate of authorisation from a Registered Political Party to ask that one of the party's registered emblems be put on the ballot paper alongside his/her name.

This request must be made in writing **by the candidate by 4.00 p.m. on Thursday, 14 November 2019** and must indicate which of the emblems (if the party has more than one) he/she wishes to use (see Form 3).

The use of emblems applies only to candidates from Registered Political Parties. No other candidates are allowed to have emblems on the ballot paper.

7 CANDIDATE'S FREE COPY OF REGISTER

In terms of paragraph 47(8) of the Representation of the People (Scotland) Regulations 2001, a candidate is entitled to a free copy of the Register of Electors and the part of the List of Overseas Electors so far as it relates to the Constituency. Please complete the appropriate Form to request your copy of the registers.

8 WITHDRAWAL OF NOMINATION

Should a candidate wish to withdraw his/her nomination, he/she can do so in the prescribed manner but intimation must be made to the Returning Officer, in writing, **before 4.00 p.m. on Thursday, 14 November 2019**. A Notice of Withdrawal must be signed by the candidate and one witness. A form in the prescribed manner can be obtained from the Returning Officer.

9 APPOINTMENT OF ELECTION AGENT

In terms of Section 67 of the Representation of the People Act 1983, as amended, every candidate must appoint an election agent, who may be him/herself. The agent must be named by, or on behalf of, each candidate and his/her name and address sent in writing to the Returning Officer (where this has not already been done) at the same address as intimated for the delivery of nomination papers, **not later than 4.00 p.m. on Thursday, 14 November 2019**.

An agent must have an office within the constituency or an adjoining constituency. This applies equally where the candidate appoints him/herself as his/her election agent.

If no agent is named within the required time, or if the agent appointed dies and a new

appointment is not made on the day of the death or on the following day, or if the appointment of the agent is revoked without a new appointment being made, the candidate will be deemed to have appointed him/herself as agent.

A form on which intimation of the appointment of an election agent may be given is also enclosed (see Form 4). In terms of Section 67(5) of the Representation of the People Act 1983, as amended, such intimation will have no effect unless the election agent consents, in writing, to his/her appointment. A candidate who is appointing another person as his/her election agent should have all Parts of the form completed. A candidate who is acting as his/her own election agent should complete the first 3 Parts only.

10 ELECTION EXPENSES

The **election agent** of every candidate must deliver to the Election Office a return, accompanied by a declaration of election expenses, in the form set out in Schedule 3 to the 1983 Act as amended, within thirty-five days after the day on which the result is declared (Saturdays, Sundays and bank holidays are not excluded in reckoning time for this purpose). These must be delivered by the election agent to the office to which nomination papers were delivered. At the same time, or within seven days afterwards, the **candidate** must deliver a similar declaration, unless he/she is out of the United Kingdom at the time, in which case, his/her declaration may be made and delivered within fourteen days after his/her return to the United Kingdom.

In terms of the Representation of the People Act 1983, as amended, the expenses limit is calculated by using the following formula £**8,700** plus **9p** per elector for a County Constituency. This formula is based on the number of registered electors as at the last day for the publication for the Notice of Election for the constituency.

11 ABSENT VOTES

Applications for electors to be treated as absent voters must be lodged at the Electoral Registration Office (address) by **5.00 p.m. on Tuesday, 26 November 2019.**

Issue of Postal Voters' Ballot Papers

You may be aware that candidates and their agents cannot attend the issuing of Postal Voters' Ballot Papers. This does not affect their right to attend the opening of the Postal Voters' Ballot Papers, details of which will be provided after nomination day.

12 POLLING AND COUNTING AGENTS

Candidates will be advised following nomination day as to arrangements for appointing polling agents and counting agents. I would point out at this stage that, while there is no restriction on the number of polling agents appointed, only one polling agent will be admitted to a polling station on behalf of any one candidate at any one time. All persons acting in the capacity of agent must be notified in writing of the requirement of secrecy before so acting.

The foregoing notes have been compiled for the assistance of prospective candidates. Candidates are, however, referred to the appropriate Statutes and Elections Rules for a definitive answer to any particular legal point. Should you require further information please contact the Election Office, Council Headquarters, Glenurquhart Road, Inverness IV3 5NX (Tel 01463 702945)

Donna Manson
Returning Officer

ELECTION DEPOSITS

CAITHNESS, SUTHERLAND AND EASTER ROSS CONSTITUENCY ROSS, SKYE AND LOCHABER CONSTITUENCY INVERNESS, NAIRN, BADENOCH & STRATHSPEY CONSTITUENCY

Election deposits for the Constituencies listed above should be paid at

Income Section
The Highland Council
Glenurquhart Road
Inverness
IV3 5NX

The election deposit is £500.00 per candidate and can be paid at the above office on the following dates between 10am and 4pm:-

Monday	11 November 2019
Tuesday	12 November 2019
Wednesday	13 November 2019
Thursday	14 November 2019

The deposit may be made only (a) by the deposit of legal tender; (b) by means of a banker's draft acceptable to the Returning Officer, and (c) by means of a building society cheque, a debit or credit card or the electronic transfer of funds. The bank details for electronic transfer are

Bank	Clydesdale Bank, 15 Academy St, Inverness, Highland IV1 1JN
Sort code	82-70-13
Account No	30000542
Account name	General Income Account

A remittance advice confirming payment should be sent to
income.section@highland.gov.uk

The receipt should include the Candidates name, Constituency which can be abbreviated to CSER, RSL or INBS - Political Party and the description should be "ELECTION DEPOSIT" and coded to

Integra code 10-94001- 000/SE5400

You must print off the forms in this pack before submitting them

The following papers must be delivered by hand:

1a: Nomination paper

1b: Home address form

1c: Consent to nomination

The following papers can be delivered by hand or by post:

2: Certificate of authorisation

3: Request for a party emblem

4: Notification of election agent

5: Notification of sub-agent

The notice of election published by the Returning Officer will specify the times and exact location to which nomination papers must be delivered.

CL

UK Parliamentary election

Candidate check list

This checklist is designed to assist candidates standing for election to the UK Parliament in preparing to submit their nomination, and should be read alongside the Electoral Commission's [Guidance for candidates and agents](#).

Task	Tick
Nomination paper (all candidates)	
Add your full name – surname in the first box and all other names in the second	
Optional - Use the commonly used name(s) box(es) if you are commonly known by a name other than your full name and want it to be used instead of your full name	
Description – Party candidates can use a party name or description shown on the Electoral Commission's website and supported by a certificate of authorisation from that party; others can use 'Independent' or leave this blank. Whatever you enter in this box will appear as your description on the ballot paper.	
Subscribers – all ten subscribers must sign. Use your copy of the electoral register to make sure the elector number of all subscribers is accurate	
Candidate's home address form (all candidates)	
Add the candidate's full name and home address	
Optional - If you do not want to have your home address printed on the ballot papers, complete part 2 of the form, giving the name of the constituency that your address is in (or country if outside the UK), and sign the form	
Candidate's consent (all candidates)	
Refer to the Commission's guidance on qualifications and disqualifications	
Add your full date of birth	
Sign and date the document in the presence of another person	
Get the other person to complete and sign the witness section	
Certificate of authorisation (party candidates only)	
Ensure the certificate contains the candidate's full name	
Check the certificate allows the registered party name or description given on the nomination paper to be used (or allows the candidate to choose the party name or any registered description)	
Ensure the certificate is issued by the party Nominating Officer (or someone that they have authorised to issue it on their behalf) and that it is the original copy signed by that person	
Request for party emblem (party candidates only)	
Write the name or description of an emblem registered by the party and published on the Electoral Commission's website	
Ensure the request is made by the candidate	
Appoint an election agent (all candidates)	
Give name, address and office address of the appointed election agent	
Ensure the appointed agent signs the form showing their acceptance	
Deposit (all candidates)	
£500 deposit. The deposit may be made only (a) by the deposit of legal tender; (b) by means of a banker's draft acceptable to the Returning Officer, and (c) by means of a building society cheque, a debit or credit card or the electronic transfer of funds. Payment by a credit card will incur a 2% surcharge which is non-refundable.	

Office Use only	Date received	Time received	Initials	Number

1a	UK Parliamentary election	Nomination paper
-----------	----------------------------------	-------------------------

Election of a member to serve in Parliament for the	Caithness, Sutherland and Easter Ross Constituency	Date of election	Thursday 12 December 2019
---	--	------------------	---------------------------

We, the undersigned, being electors for the said Constituency, do hereby nominate the under-mentioned person as a candidate at the said election

Candidate's Details	
Candidate's surname	
Other names in full	
Commonly used surname (if any)	
Commonly used forenames (if any)	
Description (if any) See note 5 overleaf	

Subscribers				
	Signatures	Print name (optional)	Electoral Number	
			Distinctive letter	Number
Proposer:				
Seconder:				
We, the undersigned, being electors for the said Constituency, do hereby assent to the foregoing nomination				
1				
2				
3				
4				
5				
6				
7				
8				

Deliver to the **Depute Returning Officer** by no later than **4pm** on the last day to deliver nominations

Notes

1. The attention of candidates and electors is drawn to the rules for filling up nomination papers and other provisions relating to nomination contained in the parliamentary elections rules in Schedule 1 to the Representation of the People Act 1983.
2. Where a candidate is commonly known by some title they may be described by their title as if it were their surname.
- 2A. Where a candidate commonly uses a name which is different from any other name they have, the commonly used name may also appear on the nomination paper, but if it does so, the commonly used name (instead of any other name) will appear on the ballot paper.
- 2B. But the ballot paper will show the other name if the Returning Officer thinks -
 - (a) that the use of the commonly used name may be likely to mislead or confuse electors, or
 - (b) that the commonly used name is obscene or offensive.
3. An elector may not subscribe more than one nomination paper for the same election.
4. A person whose name is entered in the register may not subscribe a nomination paper if the entry gives as the date on which they will become of voting age a date later than the day fixed for the poll.
5. A candidate supported by a certificate of authorisation signed by the Nominating Officer of a political party (or someone on their behalf) may use the party name or a description allowed by that certificate and registered with the Electoral Commission. A candidate may stand on behalf of two or more different parties and use a registered joint description if supported by certificate(s) of authorisation from each of the parties. Any candidate may alternatively use the description of 'Independent', or leave the description box blank.

Office Use only	Date received	Time received	Initials	Number

1b	UK Parliamentary election	Home address form
-----------	----------------------------------	--------------------------

Constituency name	Caithness, Sutherland and Easter Ross	Date of election	Thursday 12 December 2019
-------------------	---------------------------------------	------------------	---------------------------

You must complete Part 1

Only complete Part 2 if you do not wish your home address to be made public

Part 1: To be completed by all candidates	
Full name of candidate	
Home address (in full)	
Postcode	
End of Part 1	

If you are only completing Part 1 please now deliver this form with the nomination paper to the Depute Returning Officer by no later than 4pm on the last day to deliver nominations

Part 2: To be completed only if you do not wish your home address to be made public	
If you request that your home address is not made public then your address will not appear on the statement of persons nominated or the ballot paper	
If you choose not to make your home address public, the constituency in which your home address is located (or country, if outside the UK) will appear on the statement of persons nominated and the ballot papers	
Statement: I require my home address not to be made public	
The constituency which my home address is located in:	(insert name of parliamentary constituency)
Or	
My home address is outside the UK. My home address is located in:	(insert name of country)
Signature of candidate completing Part 2	
Candidate's signature:	
Date:	

Deliver to the **Depute Returning Officer** by no later than **4pm** on the last day to deliver nominations

Office Use only	Date received	Time received	Initials	Number

1c	UK Parliamentary election	Consent to nomination
-----------	----------------------------------	------------------------------

Constituency name	Caithness, Sutherland and Easter Ross	Date of election	Thursday 12 December 2019
-------------------	---------------------------------------	------------------	---------------------------

Candidate's details and declaration

I:	(candidate name in full)
----	--------------------------

hereby consent to my nomination as a candidate for election as member of the UK Parliament for the constituency named above

I declare that I am not a candidate at an election for any other constituency where the date of poll is the same as for this election

I declare that I am aware of the provisions of the House of Commons Disqualifications Act 1975 (as amended) and to the best of my knowledge and belief I am not disqualified from membership of the House of Commons

My date of birth is:	Day (DD)	Month (MM)	Year (YYYY)
----------------------	----------	------------	-------------

Note: It is an offence to make a false declaration

Candidate's signature:		Date:	
------------------------	--	-------	--

Witness details

I confirm the candidate named above signed this declaration in my presence

Witness (name in full):	
-------------------------	--

of (address in full):	
-----------------------	--

Witness' signature:		Date:	
---------------------	--	-------	--

Deliver to the **Depute Returning Officer** by no later than **4pm** on the last day to deliver nominations

Office Use only	Date received	Time received	Initials	Number

2	UK Parliamentary election	Certificate of authorisation
----------	----------------------------------	-------------------------------------

To accompany the nomination of a candidate standing on behalf of a registered political party (Note: candidates standing on behalf of two or more parties require a certificate from each party and each must allow the registered joint description to be used)

Constituency name	Caithness, Sutherland and Easter Ross	Date of election	Thursday 12 December 2019
--------------------------	---------------------------------------	-------------------------	---------------------------

This certificate must be issued by the registered Nominating Officer of the party or by a person authorised to sign on their behalf.

This certificate authorises the candidate to use a specific registered description or the name of the party as registered with the Electoral Commission, or to use 'any registered description or the party name as registered with the Electoral Commission'.

This authorised party name or description can then be included by the candidate on the nomination form. It is this which will appear as their description on the ballot paper. Party names and registered descriptions are listed on the Electoral Commission's website (www.electoralcommission.org.uk).

Details of candidate to be authorised and the allowed description/party name	
The candidate (name in full):	
Name of political party:	Political party registered with the Electoral Commission
I hereby certify that the candidate may include the following registered description or party name in their nomination form:	
Note: It is an offence to make a false declaration	
Signature of party's registered Nominating Officer (or person authorised by the registered Nominating Officer):	
Name of person signing this form:	
Date:	

This form must be delivered to the Depute Returning Officer by no later than **4pm** on the last day to deliver nominations

Office Use only	Date received	Time received	Initials	Number

3	UK Parliamentary election	Request for a party emblem
----------	----------------------------------	-----------------------------------

This form is for a candidate of a political party who is subject to a certificate of authorisation and who wishes to have a party emblem printed on the ballot paper next to their name

This form must be signed by the candidate

Candidate's request for use of an emblem			
Constituency name:	Caithness, Sutherland and Easter Ross	Date of election:	Thursday 12 December 2019
Candidate name in full:			
I request that the ballot paper shall contain, against my name, the following registered emblem (please identify which emblem if the party has registered more than one)			
Emblem to be used (Please use name or description as on Electoral Commission's website):			
Candidate's signature:			
Date:			

This form is only effective if delivered for a candidate standing on behalf of a political party to the Depute Returning Officer by no later than **4pm** on the last day to deliver nominations.

Candidates standing on behalf of more than one political party and using a joint description may choose one emblem from one of the parties that you are standing for. Please indicate the name of the party and the emblem name in the 'Emblem to be used' box above.

Office Use only	Date received	Time received	Initials	Number

4

UK Parliamentary election

Notification of election agent

Constituency name	Caithness, Sutherland and Easter Ross	Date of election	Thursday 12 December 2019
-------------------	---------------------------------------	------------------	---------------------------

Candidate's notification of their election agent

I, (Candidate name in full):

Hereby declare that the name and home address of my election agent is

Agent's name:

Agent's address (in full):

The office address of my election agent to which all claims, notices, legal process and other documents may be sent is:

Agent's office address in full:

Candidate's signature (or of person on behalf of candidate):

Date:

Confirmation of acceptance by election agent

I [agent named above] confirm my acceptance as the election agent for the above named candidate. I understand that I must carry out my duties according to law. I understand there are penalties if I fail to fulfil my duties according to law.

Agent's signature

Date

Agent's other details in case of query (optional – will not be published)

Home telephone:

Work telephone:

Mobile telephone:

Email address:

Return to the **Depute Returning Officer** by no later than **4pm** on the last day to deliver nominations

Office Use only	Date received	Time received	Initials	Number

5	UK Parliamentary election	Notification of sub-agent
----------	----------------------------------	----------------------------------

Constituency name	Caithness, Sutherland and Easter Ross	Date of election	Thursday 12 December 2019
-------------------	---------------------------------------	------------------	---------------------------

This form can only be used in a **county constituency**.

The **election agent** may appoint one or more sub-agents to act within the constituency but each must have a separate area. Sub-agent areas **must not overlap**.

Candidate name:	
Name of election agent:	

Details and extent of sub-agent

Name of sub-agent:	
Sub-agent Address:	
Office address (if different):	
Extent of appointment (describe area):	

Election agent signature

I declare the above named person to be a sub-agent

Signature of election agent:		Date:	
------------------------------	--	-------	--

Confirmation of acceptance by sub-agent

I understand that I must carry out my duties according to law. I understand there are penalties if I fail to fulfil my duties according to law.

I confirm my acceptance as sub-agent for the above named candidate

Signature of sub-agent:		Date:	
-------------------------	--	-------	--

Sub-agent's other details in case of query (optional – will not be published)

Home telephone:	
Work telephone:	
Mobile telephone:	
Email address:	

Return to the Depute Returning Officer by no later than the second day before polling day

**Application by Candidate for a copy of the
Electoral Register and/or Absent Voters List**

I hereby declare my intention to stand as a candidate at the UK Parliament election on Thursday, 12 December 2019.

I request a copy of the Electoral Register in paper/CD/e-mail* format

I request a copy of the Absent Voters Lists in paper/CD/e-mail* format

* Preferred data format:

Candidates should note the following restrictions on the use of registers provided to them.

THEY MAY NOT SUPPLY A COPY OF THE FULL REGISTER TO ANY PERSON, DISCLOSE ANY INFORMATION CONTAINED IN IT THAT IS NOT INCLUDED IN THE EDITED REGISTER OR MAKE USE OF ANY SUCH INFORMATION OTHER THAN FOR ELECTORAL PURPOSES.

I am aware of the restrictions on the use of the Register of Electors as detailed in the Representation of the People (Scotland) Regulations 2001 (as amended).

Name
(BLOCK CAPITALS)

Address
.....

Telephone No

E-mail Address

Signature

**Constituency – Caithness, Sutherland and Easter Ross*
Inverness, Nairn, Badenoch & Strathspey*
Ross, Skye and Lochaber* (*delete not applicable)**

If neither paper/data alternative is selected the register and/or list will be supplied in excel data format.

NB - Paper copies of Registers may require to be collected from the address below, when advised available.

Please return completed form to:-

**The Electoral Registration Officer
Moray House,
16-18 Bank Street, Inverness, IV1 1QY.**

**Tel No. 01463 703311
Fax No. 01463 703301**

Display of election posters on verges and lighting columns

Annex 1:

The Council's general policy on the display of election posters was confirmed by The Highland Council at its meeting on 18 December 2014. The policy will be issued to each election Candidate/Election Agent.

The Policy applies only to roadside verges in the direct ownership of The Highland Council.

Road safety is of paramount concern. The Council will permit the display of election posters on roadside verges and lighting columns within the Council area in connection with any election but only subject to the following conditions:-

1. Before posters are erected, the Chairman or Secretary of the relevant party association (or candidate if there is no such association) must state by letter to the Director of Community Services that the association (or, where appropriate, the candidate) agrees to indemnify the Council against any damages as a result of the display of election posters. Associations (and candidates) must ensure that they are in a position to meet any successful claims in these respects.
2. Posters must not be erected prior to the date of announcement of an election.
3. Posters must not in any circumstances be located upon the central reserve of dual carriageways, refuge islands in the centre of roadways, traffic signal posts, control boxes or upon roundabouts.
4. Posters must be located at the rear of any verge provision and in any case no closer than 1.5 metres to the running surface of any carriageway.
5. Posters must not be located so as to interfere with the visibility required for persons emerging from side roads or private accesses.
6. Posters must be so mounted that the poster and mount will not afford any resistance or damage to a vehicle coming into contact with them.
7. Posters attached to lighting columns must be first fixed to card of adequate stiffness which in turn must be tied with string to the road lighting column. The mounting height of the card must not be less than 2100 mm (7 ft) above the height of the adjoining footway.
8. The area of any poster must not exceed 0.2 sq m, and the maximum overall vertical or horizontal dimension must not exceed 500 mm.
9. Posters, mounts and string must be removed within the 7 days following the election.

10. For statutory reasons the Returning Officer cannot be involved in controlling the erection of election posters. Any questions or problems concerning this policy will be dealt with by the Director of Community Services.

11. Except as stated above no permission is given for election posters to be displayed on any Council property.

12. If candidates intend to erect Election Posters adjacent to a Trunk Road, please note that permission to erect posters should be sought from the company's representatives as follows :

BEAR Scotland Limited
BEAR House
Inveralmond Road
Perth
PH1 3TW

Tel: 01738 448600
Email: enquiries@bearsotland.co.uk

D Sutherland
Depute Returning Officer,
Highland Council Headquarters,
Inverness

Policy confirmed by The Highland Council on 18 December 2014

Revised contact details – 20 February 2017