



**NOMINATION FORM
ELECTION OF GENERAL SECRETARY
2020 – 2025**

In accordance with Rule 22

The signatures of at least 40 members in benefit are required for a valid nomination.

CANDIDATE'S NAME (BLOCK CAPITALS)	EQUITY NUMBER

DECLARATION:

I hereby undertake that, if elected, I will carry out the duties of General Secretary in accordance with the Rules of the Union and the law; and will at all times act in accordance with the directions given and with the policies approved by the Council.

CANDIDATE'S SIGNATURE DATE.....

Completed nomination forms should be returned to General Secretary Nominations, Equity, Guild House, Upper St Martin's Lane, London WC2H 9EG. Completed forms must be received by 12 noon on Monday, 6 April 2020.

We, being members of Equity in benefit, hereby nominate the above named as a candidate in the election of President of the union, having read the notes on the relevant Rules as set out on page 4.

Equity name (BLOCK CAPITALS)	Equity number	Signature
1.....
2.....

CANDIDATE'S NAME (BLOCK CAPITALS)	EQUITY NUMBER
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We, being members of Equity in benefit, hereby nominate the above named as a candidate in the election of General Secretary of the union, having read the notes on the relevant Rules as set out on page 4.

Equity name (BLOCK CAPITALS)	Equity number	signature
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CANDIDATE'S NAME (BLOCK CAPITALS)	EQUITY NUMBER
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We, being members of Equity in benefit, hereby nominate the above named as a candidate in the election of General Secretary of the union, having read the notes on the relevant Rules as set out on page 4.

Equity name (BLOCK CAPITALS)	Equity number	signature
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NOTES FOR CANDIDATES AND MEMBERS NOMINATING CANDIDATES FOR THE OFFICE OF GENERAL SECRETARY OF THE UNION

1. All candidates must be members in benefit and be nominated by at least 40 members in benefit whose signatures must be contained on this form as provided for under the Rules.
2. It is a condition of nomination that each candidate signs the undertaking set out on page 1.
3. If more than one candidate is nominated for the office of General Secretary a ballot of the entire membership will be conducted to determine the successful candidate.
4. The voting papers, which will be posted to all members in benefit, will contain a list of the candidates and the names of up to 40 individual nominators of each candidate. The choice of names and the order in which they are printed will be selected by the candidate if the candidate wishes.
5. Each candidate will be given the opportunity of submitting an election address in support of only his/her own candidature, not exceeding 200 words, which will be circulated with the ballot paper.
6. For the purpose of this election, being a member in benefit means you must have an expiry date which is not more than 13 weeks before the close of nominations.

Rule 22 - Election of the General Secretary

- 22.1 The General Secretary shall:
 - 22.1.1 be elected by the full vote of the Union as provided in this Rule;
 - 22.1.2 remain in office:
 - 22.1.2.1 for a period of five years from the date of election; or
 - 22.1.2.2 until the expiry of three months' notice of resignation given in writing to the President; or
 - 22.1.2.3 until removed from office in accordance with Rule 28; or
 - 22.1.2.4 until death or retirement;
 - 22.1.3 be paid a salary determined from time to time by the Council.
- 22.2 The terms and conditions of employment shall be as laid down by the Council prior to acceptance of nomination except as varied by agreement between the General Secretary and the Council or as required by Statute.
- 22.3 Nominations will be called for by way of an advertisement or advertisements in the Union's official publication, trade press, and elsewhere as decided by the Council, and these advertisements shall contain details of the minimum salary to be paid and the major conditions of service.
- 22.4 The Council, by a ballot of all its members, shall nominate a candidate for election as General Secretary. Such a candidate may or may not be a member of Equity. In addition, any member of the Union who is in benefit at the time of nomination and at the close of poll and is nominated by at least 40 members also in benefit may stand for election. Nominations shall be on a form provided by the Union in accordance with Rule 23.4.3.7.
- 22.5 It shall be a condition of nomination in accordance with Rule 22.4 that each candidate shall sign an undertaking that, if elected, he or she will carry out the duties of General Secretary as set out in Rule 23 and in particular will, subject to the Rules and the law, at all times act in accordance with the directions given and with the policies approved by the Council.
- 22.6 A candidate who has been nominated by the Council and has signed the undertaking referred to in Rule 22.5 may also be nominated by individual members of the Union including individual members of the Council.
- 22.7 A list of the candidates nominated in accordance with Rules 22.4 to 22.6 shall be prepared as a voting paper. Such paper shall show the names of up to 40 individual nominators of each candidate (such names of nominators and the order in which they are printed to be selected by the candidate if the candidate wishes), and the nomination by the Council. The voting paper shall also contain the terms of the undertaking referred to in Rule 22.5 and signed by each candidate (together with the whole of Rule 23).
- 22.8 Such voting paper shall be sent by post, or by such other lawful method agreed by the Council, to each member who is in benefit five working days before the distribution of the voting papers, on which each member shall record their vote by indicating as required the name of the candidate he or she desires to see elected. No member shall cast more than one vote.
- 22.9 Each candidate shall be given the opportunity of submitting an election address in support only of their own candidature, not exceeding 200 words, which shall be circulated with the ballot paper.
- 22.10 The poll for the election of the General Secretary shall be closed at such time as the Council shall appoint. Any voting papers arriving after the close of poll shall be disqualified.
- 22.11 When available, the result of the election shall be announced to the Council and candidates and as soon as practicable thereafter to the members.