



EAST CAMBRIDGESHIRE DISTRICT COUNCIL

THE GRANGE, NUTHOLT LANE
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To:

Agents

This matter is being dealt with by:

John Hill

Tel: (01353) 616271

E-mail: John.hill@eastcambs.gov.uk

My Ref: JH/sl/Elections2025/Agents

VIA EMAIL

6 March 2025

Dear Sir/Madam

ELECTION ADDRESSES FROM CANDIDATES FOR ELECTION OF MAYOR (CAMBRIDGESHIRE AND PETERBOROUGH)

I am required to produce a booklet that includes election addresses from candidates at the election and deliver it to each person entitled to vote.

Requirements of an Election Address

I have attached a separate note on the requirements of the election address. It is very important that the candidates' agent complies with these requirements as failure to do so required me to exclude that election address from the booklet.

I have also attached electronically, the 2021 example of Mayoral election booklet. It is for illustrative purposes only and it should not be assumed that they would comply with the current requirements as per the attached note.

Timetable for the Submission of the Election Address

All election addresses should be submitted to me by 4.00pm on Wednesday 2 April 2025 at the absolute latest. I would strongly advise that you submit your address as soon after the notice of election on 25 March 2025, which allows me to undertake an informal check against the statutory requirements. Please send to my email caro@eastcambs.gov.uk.

I will endeavour to provide you with an opportunity to review any correction of typographical errors prior to printing of the booklet. Nevertheless, this must meet the timetable for publication outlined below (on or before 2 April 2025).

Submission of election addresses to CARO for informal checking against legislative requirements	From Tuesday 25 March to 2 April (4.00pm) 2025
CARO to inform candidates agents of formal acceptance of their election address for inclusion in the booklet	From Tuesday 25 March to 2 April (4.00pm) 2025
CARO can make minor typographical errors and reviewed by candidates' agent (if appropriate and subject to timetable)	From Tuesday 25 March to 2 April (4.00pm) 2025
CARO to despatch content to printers and sign off final booklet proofs	By Friday 4 April 2025
Printer to commence production of Mayoral booklet	From Monday 7 April 2025

Candidate Payment Towards Printing Cost

All candidates wishing to include their election address in the booklet must pay £500 (Five Hundred Pounds) as a contribution to the printing costs. This sum must be paid by 4.00pm on Wednesday 2 April 2025 and can be paid using the same methods as set out in the notice of election. This sum will be returned to any candidates who withdraw their candidature within the prescribed timetable.

Order of Addresses in the Booklet

The order of the addresses in the booklet will be decided by the drawing of lots. The drawing of lots will be undertaken by the CARO and will be formally minuted. You will be advised of the outcome as soon as practically possible after the drawing of lots.

If you have any further queries, do not hesitate to contact the Elections Office (Tel: 01353 616460/616459 or email: elections@eastcambs.gov.uk)

Thank you for your attention.

Yours faithfully



John Hill
Combined Authority Returning Officer

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