

CHEAD

Council for Higher Education in Art & Design

ELECTION OF CHAIR

Nomination Form

Please read the Notes for Guidance overleaf before completing this Nomination Form
PLEASE USE BLOCK CAPITALS

Section One: Candidate's Details (to be completed by the candidate)

Full Name:

Title: (e.g. Professor, Dr, Mr, Mrs, Ms)

Address for Correspondence

.....
.....
.....

Post Code

Contact Telephone

Current Position

PLEASE NOTE: Address and telephone information is for the sole use of CHEAD Secretariat and the Electoral Reform Ballot Services Limited so they can contact you about your nomination form. This information will remain confidential.

I, the above named candidate, consent to my nomination and agree to stand for election. I confirm that, to the best of my knowledge, the information provided on (or with) with form is accurate.

SIGNATURE.....

DATE

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Election Statement

(please see below for statement preparation instructions)

Total number of words (max. 100)

Candidate's Election Statement Preparation Instructions

You are invited to provide an election statement, using either this page of this form or a separate sheet of paper. This will be reproduced and circulated to voters with the ballot. The election statement should describe why you think you should be elected. It must not be more than 100 words and if possible should be word processed or printed if this is not an option. Please state the total number of words used at the end of your elections statement. The organisation reserves the right not to publish, or to edit any election statement that exceeds the word limit, is factually inaccurate or contains libellous material

SECTION ONE: Should be completed by the candidate.

- In order to stand for election a candidate must be the registered member for an institution in membership with CHEAD
- Candidates will be listed in alphabetical order on the ballot paper. A candidate's first name will also be listed but not their title.
- The following information will be published on each candidate in the biographical statement information which will be circulated with the ballot paper:
 1. Title (other than Mr, Mrs, Miss, Ms)
 2. Current Position
 3. An election statement (if provided)

CLOSE OF NOMINATIONS

This nomination form must be received by Christoph Raatz, Executive Secretary, CHEAD, 3rd floor, Woburn House, 20 Tavistock Square, London WC1H 9HB no later than four weeks prior to the CHEAD Business meeting in Spring. Any nomination forms received after this time and date will be ruled invalid. Forms may be faxed to 020 7387 2134.

The safe return of this form is the responsibility of the candidate. All nomination forms received will be acknowledged within 3 working days by first class post to the address provided.

If you require any further information on completing this nomination form please contact Christoph Raatz on 020 7387 2134.

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