



PETITION SUBMISSION FORM

Office use: Petition number

v.1.1 28/03/2013

If you wish to submit a petition for consideration by The Moray Council, please complete this form. For guidance, further information or advice on the submission of a petition please contact the Democratic Services Manager on 01343 563016 or email petitions@moray.gov.uk, or alternatively refer to information on www.moray.gov.uk/petitions

Details of principal petitioner submitting the petition

Please enter the name of person and organisation you represent (if applicable) and who is raising the petition.

Include a contact address to which correspondence may be sent, a contact telephone number and e-mail address if available so that we can contact you with any queries.

Name:

Address:

Postcode:

Tel No:

E mail:

**Title of the
Petition**

Petition Statement - Please state (**in no more than 250 words**) what action the Petitioner wishes the Council to take. If you require you can attach a typed sheet to this form with the detail.

Cont.

Action taken (if any) to resolve issues of concern before submitting the petition

Before a petition is submitted, petitioners are expected to have taken reasonable steps in attempting to resolve the issues.

Please enter below details of any individuals or organisations approached.
Copies of correspondence, including any responses, should be attached.

This information will be made available when this Petition is considered.

Background Information

Please note any other background information that you think we should be made aware of.

Other Proceedings

Please indicate the following to the best of your knowledge.

Are the issue(s) raised in the petition currently being handled or been submitted in the past as a formal complaint to The Moray Council?	Yes / No
Are the issue(s) raised in the petition currently subject to any other formal processes in the council e.g. appeal or planning process	Yes / No
Are the issue(s) raised in the petition, currently subject to any other legal proceedings, e.g. information within is not subject to interdict or court order?	Yes / No

Appearance before a meeting considering the petition

The Chairperson of the appropriate Committee who hears the petition will invite the petitioner to appear before the meeting to speak in support of their petition. This is useful in assisting elected members to reach a decision.

Please indicate below whether you wish to submit a request to make a brief statement to the Committee when it is considering your petition. Please note that you will be asked to submit a written summary of your comment 3 days prior to the meeting.

***I DO wish the opportunity to make a brief statement before the Meeting**

***I DO NOT wish to make a brief statement before the Meeting**

** tick as appropriate*

Signature of Principal Petitioner

When satisfied that the petition meets all the criteria outlined in the *Guidance to Submission of Petitions*, the Principal Petitioner should sign and date the form in the box below.

Any additional sheets of signatures should be attached to the form.

Signature **Date**

Name of signatory in block capitals

Number of people who have signed the petition

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PETITION FORM APPENDIX

A petition must be supported by at least 50* signatures of residents living in the Moray Council area and on the Register of Electors

**Petitions with less than 50 signatories may be accepted at the discretion of the Chair of the Committee that would hear the petition, if the subject of the petition concerns a small community that could not reasonably muster 50 signatures.*

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**Add additional sheets if required*