



### PETITIONS FORM

If you wish to submit a petition for consideration by Clackmannanshire Council, you must complete this template.

**Please refer to the Guidance on Submission of Public Petitions before completing the template. If you require any further information or advice, please contact us (details of how to contact us are provided at the end of this form).**

#### Details of Principal Petitioner

Please enter the name of person and organisation (if applicable) raising the petition. Please include a contact address to which correspondence may be sent, a contact telephone number and e-mail address if available.

<b>Full Name</b>	
<b>Name of Organisation / Business</b>	
<b>Address</b>	
<b>Postcode</b>	
<b>Telephone Number</b>	
<b>E-mail address</b>	

I am submitting the petition as a(n) :

Individual/Organisation     Business     Both     \* tick as appropriate

**Title of Petition .....**

**Petition Statement** - Please state (in no more than 250 words) what action the Petitioner wishes the Council to take.

**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 appended. This information will be made available to the relevant Committee prior to its consideration of the Petition.

**Appearance before Committee**

Petitioners may be invited to appear before the relevant Committee to speak in support of their petition if it is considered that this would be useful in assisting the Committee to reach a decision.

Please indicate below whether you wish to submit a request to make a brief statement to the Committee that may consider your petition.

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

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

*\* tick as appropriate*

**Signature of Principal Petitioner**

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

Any additional sheets of signatures should be appended to the form. Please note that the top of every page of signatories should have the statement which people are supporting.

Signature ..... Date .....

Name in block capitals .....



**PETITION FORM SUBMITTED BY INDIVIDUAL/ORGANISATION****Petition Title:****Petition Statement:**

<b>FULL NAME (First Name and Surname)</b>	<b>HOUSE NUMBER / NAME</b>	<b>STREET</b>	<b>TOWN</b>	<b>POSTCODE</b>	<b>SIGNATURE</b>

**Submission:**

Once you have drawn up your petition and checked it meets the criteria set out in this guidance, you should address your petition to the Monitoring Officer, Clackmannanshire Council, Kilncraigs, Alloa, FK10 1EB. Alternatively, you may submit a scanned copy of the full petition (including signatures) by email to [petitions@clacks.gov.uk](mailto:petitions@clacks.gov.uk)

**PETITION FORM SUBMITTED BY LOCAL BUSINESS(ES)**

If the petition is raised by a local business, the business should have a registered address in Clackmannanshire and there should be at least 5 other registered Clackmannanshire businesses supporting the petition.

**Petition Title:**

**Petition Statement:**

<b>FULL NAME (First Name and Surname)</b>	<b>POSITION HELD WITHIN THE BUSINESS</b>	<b>BUSINESS ADDRESS</b>	<b>TOWN</b>	<b>POSTCODE</b>	<b>SIGNATURE</b>

**Signature** ..... **Date** .....

**Submission:**

Once you have drawn up your petition and checked it meets the criteria set out in this guidance, you should address your petition to the Monitoring Officer, Clackmannanshire Council, Kilncraigs, Alloa, FK10 1EB. Alternatively, you may submit a scanned copy of the full petition (including signatures) by email to [petitions@clacks.gov.uk](mailto:petitions@clacks.gov.uk)