

Members' Notification of Receipt of Gift or Hospitality

Member's Full Name			
Details of gift or hospitality			
Date of Receipt	Donor or providing hospitality	Nature of gift/hospitality	Estimated Value
Signature			
Date			

Notes

1. The Council's Code of Members' Conduct provides that – you have a personal interest in any business of the Council where it relates or is likely to affect the interests of any person from whom you have received a gift of hospitality with an estimated value of at least £25. You are required to provide details of the existence and nature of gifts or hospitality with 28 days of the adoption by the Council of its Code of Members' Conduct; or your election or appointment to the office of Councillor (whichever is the later).
2. You are required to provide details of any change to the information supplied with 28 days of the change.
3. A failure to provide the relevant information will be a breach of the Council's Code of Members' Conduct.
4. Please return this form in hard copy to Laura Chrysostomou, Town Clerk or by e-mail to lchrysostomou@littlehampton-tc.gov.uk, who will forward this to the Monitoring Officer.
5. If you have any questions, please contact The Town Clerk or the Monitoring Officer.