

## 2021 Mayor of London and London Assembly Elections: candidate election addresses checklist

Before submitting your address, use the following checklist to make sure your submission is accepted.

	✓
<b>Address</b>	
1-page A5 version – colour laser printed from electronic artwork. Signed by the agent and dated.	
2-page A5 version – colour laser printed from electronic artwork. Signed by the agent and dated.	
Electronic artwork files of both 1- and 2-page versions in either: <ul style="list-style-type: none"> <li>• high-resolution, print ready PDF file, CMYK, with 3mm bleed and cropmarks, or</li> <li>• high-resolution jpeg or tiff file, CMYK, 300dpi resolution and cropmarks</li> </ul>	
Candidate’s and election agent’s GDPR declaration: signed and dated	
<b>Photographs</b>	
Photographs of the candidate: <ul style="list-style-type: none"> <li>• 2 identical hard copies, 1 signed on the back by the candidate</li> </ul>	
Photographs of other people: <ul style="list-style-type: none"> <li>• certificate authorising use of the image, signed and dated by the person in the photograph and including contact details</li> </ul>	
<b>Quotations</b>	
Written authorisation to use the quotation from the person quoted, including contact details.	
Use of registered political party emblems or descriptions	
Certificate of authorisation signed by or on behalf of the party’s registered authorising officer to use emblem(s) and/ or descriptions(s)	
<b>Website requirements</b>	
Copy of the candidate’s address in Microsoft Word format.	
Digital image of candidate, jpeg (300dpi) - no smaller than 200px (w) x 275px (h).	
Colour image of the candidate’s party emblem (if appropriate) in gif, jpeg, png format (72dpi) no smaller than 150px (w) and necessary approval to use it.	

Submission format	
All files saved on a USB stick or shared as one electronic transfer (eg via wetransfer)	
Fee	
£10,000 as outlined <a href="#">in 3.10</a>	
Deadline	
All requirements must be received by London Elects <b>NO LATER THAN 4pm on Tuesday 30 March 2021.</b>	