

 (for official use only)

**FORM TO BE USED TO LODGE A PETITION**

Before completing this form you should read Cheshire Fire Authority’s Petition Protocol which can be found on the Service’s website at [www.cheshirefire.gov.uk](http://www.cheshirefire.gov.uk).

Copies can also be obtained by telephoning Democratic Services on 01606 868804.

The completed form should be delivered:

* By email to democraticservices@cheshirefire.gov.uk
* By mail or in person to Democratic Services, Cheshire Fire & Rescue Service HQ, Clemonds Hey, Oakmere Road, Winsford, Cheshire, CW7 2UA.

If you require any further information or advice, please contact Democratic Services by telephoning 01606 868804.

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| **Details of Promoter of Petition**Please enter the name of the person promoting the petition. Please include a contact address to which correspondence may be sent and a contact telephone number. Only the promoter’s name and no other details will be made public. |
| Name: |  |
| Address: |  |
| Tel No: |  |
| Email: |  |
| **Petition Statement**Please state clearly in the box below the purpose of your petition and what action you wish Cheshire Fire Authority to take.(Important – please note that petitions may be rejected and returned to the promoter of the petition in cases where the wording contained within the ‘Petition Statement’ box below differs from that on any accompanying petition signature sheets.) |
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| **Action taken to resolve issues of concern before submitting the Petition**Before a petition is submitted, you may have already raised the issue in question with Cheshire Fire & Rescue Service and it would be helpful if you could briefly outline what measures, if any, you have taken. This could include, for example, details of any individuals approached. Please limit any information to no more than 4 sides of A4 paper. |
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| **Presenting Your Petition**As the promoter of the petition you will be invited to attend the next scheduled Fire Authority meeting. However, you are not obliged to attend. |
| **Signature of Promoter of the Petition**When satisfied that the petition appears to be valid, the promoter of the petition should sign and date the form in the box below.All other signatures gathered should be appended for the form.(Important – please note that petitions may be rejected and returned to the promoter of the petition in cases where the wording contained within the ‘Petition Statement’ box below differs from that on any accompanying petition signature sheets.) |
| Signature:Name in block capitals: |

**Appended Information**

Please ensure that the following items are appended to this form:

* Other signatories to the petition (if any)
* Copies of relevant correspondence
* Any additional information for consideration

**Submission**

Please submit this form and any attachments, by mail or in person, to:

Democratic Services
Cheshire Fire & Rescue Service HQ
Clemonds Hey
Oakmere Road
Winsford
Cheshire
CW7 2UA

Or by email to democraticservices@cheshirefire.gov.uk