

RECEIPT OF HOSPITALITY, GIFTS & OTHER BENEFITS

MEMBER REGISTRATION FORM

All Elected Members and Co-opted Members must complete this form in order to register the receipt of any hospitality, gifts and other benefits **which have an estimated value of £25 or greater** for each relevant occasion, item or payment.

If there is any doubt about whether any hospitality, gift(s) and other benefit(s) received exceeds the £25 threshold value, Members are advised to register its receipt. However, for the avoidance of any doubt, items below the threshold value do not need to be registered. Members should also refer to the Council's guidance on Hospitality, Gifts & Other Benefits, which is issued in accordance with the Code of Conduct for Members.

DETAILS OF HOSPITALITY, GIFTS AND OTHER BENEFITS RECEIVED			
Name of Member:			
Name & Address of Organisation, Business or Individual who provided the Hospitality / Gift / Other Benefit:			
Nature & Purpose of Hospitality / Gift / Other Benefit:			
In what role or capacity did you receive the Hospitality / Gift / Other Benefit? <i>(e.g. Lord Mayor/Chairman, Deputy Lord Mayor/Vice Chairman, Leader, Deputy Leader, Cabinet Member, Ward Member, representative on outside body)</i>			
Gift/ Hospitality/Other Benefit Accepted?	*YES / NO (*please delete as appropriate)		
Date of Receipt:		Approximate Value:	£
Location / Venue: <i>(if applicable)</i>			

SIGNATURE:		DATE:	
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Please note that you must register any hospitality, gifts or other benefits with an estimated value of £25 or greater **within 28 days of receipt**.

When completed, this form must be sent to the Democratic Services Manager (Room 286A, County Hall) for registration purposes. Please note that the register will be made available for public inspection.