

**Institute of Cemetery & Crematorium Management**



**Nomination to Stand for Election  
as a Member of the Board of Directors**

At this year's AGM, one place will be available on the Institute's board of directors.

Nominations are accordingly invited for election to this vacancy from Full Professional Members, Fellows and Corporate Member Representatives.

In accordance with the Articles of Association, the overall term of office is three years, which commences at this year's AGM. The successful candidate will be registered with Companies House in accordance with company law.

The service agreement and code of conduct mentioned within the declaration overleaf can be downloaded from the ICCM website or obtained by sending an email request to [julie.dunk@iccm-uk.com](mailto:julie.dunk@iccm-uk.com).

If you wish to stand as a Member of the Board of Directors of the Institute, I would be grateful if you would complete the nomination form (overleaf) and return it as soon as possible and, in any event, **not later than 4pm on 22nd July 2019.**

ISSUED BY: The Institute of Cemetery & Crematorium Management  
Registered Office: City of London Cemetery, Aldersbrook Road,  
Manor Park, London E12 5DQ

Founded 1913    Incorporated 1958    London Register No. 610299  
Tel: 020 8989 4661    Fax: 020 8989 6112    Web: [www.iccm-uk.com](http://www.iccm-uk.com)

# Institute of Cemetery & Crematorium Management

## Nomination to stand for election to the BOARD OF DIRECTORS

**Full Professional Members or Fellows** should ensure that boxes 1, 2 and 3 only are completed.

**Corporate Representatives** should ensure that boxes 1 and 4 only are completed.

**All nominees** must sign the declaration.

### 1. To be completed by all candidates

Full name of Candidate \_\_\_\_\_

Full Address of Candidate \_\_\_\_\_

Job Title \_\_\_\_\_

Employer \_\_\_\_\_

### 2. To be completed by the proposer of a Professional Member or Fellow

Full name of Proposer \_\_\_\_\_

Address of Proposer \_\_\_\_\_

SIGNED (Proposer)

### 3. To be completed by the seconder of a Professional Member or Fellow

Full Name of Secunder \_\_\_\_\_

Address of Secunder \_\_\_\_\_

SIGNED (Secunder)

### 4. To be completed by an authorised person as confirmation by a Corporate member

#### CONFIRMATION BY CORPORATE MEMBER

I hereby confirm that the above named person has been nominated by the Corporate member of the Institute of Cemetery & Crematorium Management as below to stand for election to the Board of Directors and that I am authorised to confirm this nomination by this authority/company.

Signature of authorised person.....

**Chief Executive/ Cabinet Member/ Head of Department/ Company Director (please indicate as appropriate)**

Name of member authority/company \_\_\_\_\_

#### Statement of aims and objectives for term of office and career history.

The NOMINEE must provide a brief summary of his/her history, personal details and a statement of aims and objectives for term of office (Maximum 250 words). This should be sent via email to [julie.dunk@iccm-uk.com](mailto:julie.dunk@iccm-uk.com) or by post to the National Office for the purpose of circulation to the membership in the event of a vote.

#### DECLARATION BY CANDIDATE:

1. I hereby declare that I am a *\*Full Member / Fellow / Corporate Representative* of the Institute of Cemetery & Crematorium Management (*\*Delete those inappropriate*)
2. I hereby declare that I am not an undischarged bankrupt and know of no other reason that would render me unfit to act as a Director.
3. I hereby declare that I will undertake the duties and workload required and base decisions solely on the good of the Institute and will abide by the terms and conditions of the service agreement and code of conduct issued to me.

Signed \_\_\_\_\_ Dated \_\_\_\_\_

Completed nomination forms should be returned to: The Chief Executive by email to [julie.dunk@iccm-uk.com](mailto:julie.dunk@iccm-uk.com), or by post to the ICCM National Office, City of London Cemetery, Aldersbrook Road, Manor Park, London E12 5DQ, **BY NO LATER THAN 4pm on 22<sup>nd</sup> July 2019.**