**London Borough of Richmond upon Thames**

**Media Attending the Count**

The local election is on **Thursday 5 May 2022.** The ballots will be counted after the polling stations close at 10pm.

The Count will be held at St Mary’s University Tennis Court Hall, Twickenham.

All media wanting to attend the count will require media accreditation. This accreditation is only available from the Council by completing the below form.

**Deadline to register: 5pm on the 28 April 2022**

**PLEASE DOWNLOAD AND COMPLETE THIS FORM AND RETURN TO:** [effie.lochrane@richmondandwandsworth.gov.uk](mailto:effie.lochrane@richmond.gov.uk)

**Please note:** It is possible to arrange a technical recce to the site, however, please call the Council’s Press Office on: 07510230071, not the University to arrange this.We would be grateful if you give us much notice in advance of the registration closing date if you require a technical recce.

**REGISTRATION FORM**

**Name of person organising accreditation**

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**Organisation to be accredited**

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**Telephone number of person organising accreditation**

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**Email address of person organising accreditation**

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**What do you intend to do at the count?**

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| --- | --- |
| Just reporting and interviewing |  |
| Filming (video) |  |
| Taking photographs |  |
| Other (please state) |  |

**If you will be bringing equipment, please state what you will be bringing (e.g. still camera, video camera, tripod, cables)**

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**Please state if you require any set-up time prior to 10pm on the 5 May (e.g. for cabling / displays etc)**

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**Will you be requiring a parking space for a live truck or technical vehicle? If so – please highlight how much space you would require. Registration numbers would be required in advance of the 5 May for all vehicles accessing the site.**

**Will you be requiring a technical visit/recce to the venue in advance of the count?**

**Yes**

**No**

**Do you know the names of the people who need accreditation to the count?**

**Yes**

**No**

**If yes, please provide their full names and email addresses**

**If no, please provide the latest date that these details will be available. Please note, all names MUST be received by 5pm on Tuesday 3 May.**

**Once your registration form has been processed by the Count Media Team, you will receive a confirmation.**