BOLTON WANDERERS
SUPPORTERS SOCIETY LIMITED

ELECTION POLICY – December 2025

1. Introduction

1.1 This document is drafted in accordance with the existing Model Rules of Bolton Wanderers Supporters Society Limited (operating as Bolton Wanderers Supporters Trust and herein referred to as "the trust") adopted pursuant to a resolution of the trust board and the Best Practice guidance issued by the Football Supporters Association. The purpose of the Election Policy is to ensure that the elections for the trust board members are conducted in a democratic and unbiased manner and the process and results are accepted as free and fair by all participants.

2. Definitions

2.1 "AGM" means the annual general meeting of the trust.

2.2 "Election Period" means the period from the date each year on which the secretary issues nomination forms to members until 3 days after the announcement of the result of the election to which the nomination forms relate.

2.3 "Member(s)" means a member(s) of the trust.

2.4 "Trust board member(s)" means an elected or co-opted member(s) of the trust.

2.5 "Election Policy" means the terms and conditions laid out in this document.

2.6 "EMG" means the Election Management Group.

2.7 "Board Membership and Conduct Policy" means a detailed set of rules and regulations of the trust set out in a separate policy statement.

2.8 "Co-opted member(s)" means a person(s) who has/have been elected to the trust board by the trust board members but not elected by the members.

2.9 "Indictable offence" means a criminal offence (other than a spent conviction as defined by the rehabilitation of Offenders Act 1974).

2.10 "Model Rules" means the rules and regulations of the trust laid out in the separate Model Rules for a Supporters Community Mutual (2022) document.

2.11 "Secretary" means the secretary of the trust.

2.12 "Trust" means Bolton Wanderers Supporters' Society Limited (also known as BWFCST).

2.13 "Trust board" means the elected board of the trust including any co-opted trust board members.

2.14 "Independent external body" means any independent provider of ballot, election and voting services.

3. Election Control

3.1. In advance of the commencement of the election, the trust board will appoint members of the trust (who with the exception of the secretary may not include serving trust board members) to form the EMG. This group shall be chaired by a person who is not a member of the trust board. The secretary may be a member of this group.

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3.2. Members of the EMG, with the exception of the secretary, shall not be eligible to nominate candidates and have proper regard to maintaining the integrity of the election process.

3.3. During the Election Period the EMG will ensure that the election is run in accordance with this policy.

3.4. The EMG shall make the final decision as the eligibility of candidates, nominations and valid votes. They shall conduct the count and the result, as determined by them is final. Any decisions taken will be by majority vote and recorded. The chair of the EMG shall have a casting vote in the event of a tie.

3.5. The EMG shall be allowed to enlist the services of any independent external body to assist in the administration of any ballot procedures as required.

4. Timetable

4.1. The elections will take place within the period laid down in the trust's rules, and the exact date shall be decided by the trust board by the end of the preceding financial year.

4.2. The board shall agree the number of vacancies to be elected; if the numbers to be elected differs from the numbers elected in previous years or changes the number of places to be elected in total on the trust board, then the reasons why the change has been made shall be communicated to members in the form soliciting nominations.

4.3. The secretary will ensure all necessary forms associated with the election process are available on the trust website and available for downloading and completion by all proposed candidates.

4.4. The trust board shall ensure that the membership of the EMG has been agreed by the trust board before the secretary circulates nominations forms.

4.5. During the election period, the EMG shall manage the process, with the assistance of the secretary and any independent external bodies as required.

5. Nominations and eligibility

5.1. Any person wishing to be a candidate for election to the trust board must be a fully paid-up member of the trust and be nominated by at least two (maximum of six) fully paid-up members of the trust. The EMG will agree the number of nominations required prior to the issue of the nomination forms.

5.2. The EMG will verify that nominations are from members of the trust. Trust members can nominate as many candidates as they wish.

5.3. A signed letter of nomination from a member, or email from the address a member has given the secretary for receiving trust communications, are acceptable substitutes for a signature on the candidate's nomination form.

5.4. It is the candidate's responsibility to ensure that their nomination is valid and submitted in accordance with the election timetable. In order to ensure that candidates can confirm the validity of their nominees, the EMG and secretary should arrange for candidates to be able to check in advance whether those nominating them are fully paid-up members.

5.5. Decisions over the validity of nominations shall be a matter for the EMG having due regard for the secretary's assessment of the membership status of an individual nominating a candidate. Any decision by the EMG not to accept a nomination as valid should be notified to the candidate as soon as possible in order that the situation may be rectified or an appeal heard.

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5.6. Candidates must also submit a statement in support of their nomination and may also submit a photograph for publication with their statement (see section 6 below for more details).

5.7. The names of those nominating candidates shall be appended to each candidate's statement.

5.8. By submitting a nomination, candidates will be deemed to have accepted this Election Policy, the trust's Model Rules, and any other policies and rules adopted by the trust board and the membership and agreed to be bound by them.

5.9. Specifically, candidates are also self-certifying that they comply with the trust Model Rules and Board Membership and Conduct Policy relating to eligibility to serve on the board. In particular, no person can be a member of the trust board:

- (with the exception of co-opted members co-opted onto the trust board under Rule [67] of the Model Rules) who ceases to be a member of the trust;
- who has been a member of the trust board for 12 consecutive years;
- who is subject to a bankruptcy order or has in place a composition with his/her creditors;
- who is subject to a disqualification order made under the Company Directors Disqualification Act 1986;
- fails to abide by any rules for the conduct of elections made by the trust board.
- who has a conviction for an indictable offence (other than a spent conviction as defined by the Rehabilitation of Offenders Act 1974);
- in relation to whom a registered medical practitioner who is treating them gives a written opinion to the trust stating that they have become physically or mentally incapable of acting as a director and may remain so for more than three months;
- in relation to whom by reason of their mental health, a court makes an order which wholly or partly prevents them from personally exercising any powers or rights which that person would otherwise have;

5.10. All candidates shall leave full contact details with the EMG including email address.

6. Statements and Campaigning

6.1. Campaigning under the auspices of the trust will be restricted to the statements submitted by the candidates and to any hustings organised by the trust.

6.2. All candidates' statements are to be sent by email to the relevant members of the EMG. These will be gathered together and issued with the ballot papers and include the photograph (if submitted) of the candidate and a list of the members who have nominated them.

6.3. Candidate statements should be at least 400 words long and no longer than 1000 words. If a candidate's statement has more than 1000 words, it will be truncated and text will be inserted below stating "The candidate's statement has exceeded the permitted amount and has therefore been truncated". The number of words counted shall be decided using Microsoft Word.

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6.4. Candidates shall not, in their statements, make threats, insults or derogatory, abusive, racist, sexist or homophobic statements. The EMG will reserve the right to edit any statement to ensure that it does not breach these rules.

6.5. In agreeing to be nominated and so accepting this Election Policy, candidates shall agree to indemnify the trust for the cost of meeting any liability of the trust that may arise as a result of the contents of their statement.

6.6. During the election neither the EMG nor the trust board may provide advice to voting members as to the suitability of any candidate nor issue any voting advice to members collectively. Individual trust board members who indicate a preference in public must make it clear that they do not speak on behalf of the trust board and express a purely personal opinion.

7. Appeals

7.1. Candidates or complainants shall raise matters with the EMG.

7.2. Complaints after voting has closed shall be made to the EMG not later than three working days after the close of poll. Any complaint received after this date shall be ruled out of order.

7.3. If any candidate should contravene the Election Policy, the EMG shall judge whether a disqualification should apply.

7.4. Any appeal against the decision of the EMG shall be made through and governed by the disputes procedure as set out in the trust Model Rules.

8. Result

8.1. If there are more candidates than places available on the trust board the EMG, in association with any independent external body appointed under clause 3.5, will issue postal ballot papers and copies of candidates' statements. Votes may be submitted online or by post by using the ballot process decided upon by the EMG. Votes will be accepted up to the deadline indicated on the ballot papers and the votes will be counted and result prepared by the EGM.

8.2 The highest placed candidates in terms of total votes as equal to number of places available for election declared by the board shall be deemed elected.

8.3 If there are as many or fewer candidates than there are places, and each has submitted an acceptable and validated candidate nomination, no ballot process will be required. Each successfully nominated candidate shall be deemed elected by the EMG and this result notified to members within 10 working days after the close of nominations.

8.4 The result shall also be communicated to members on the trust's website and in the trust's newsletter (if they have one) and at any subsequent members' meeting.

8.5 Successful candidates shall become full members of the trust board upon receipt of their signed acceptance of the Board Membership and Conduct Policy.

8.6 The trust secretary will issue the Board Membership and Conduct Policy to the successful candidates upon the result of the election and should any successful candidate not return the Board Membership and Conduct Policy duly signed in whichever way the secretary asks for it to be returned within one calendar month, without an acceptable reason for the lateness in returning the document, the election of that candidate will be declared null and void and a vacant position will be created. For the avoidance of doubt, the onus for returning the signed Board Membership and Conduct Policy shall be on the successful candidate not the trust secretary.

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