**Public petition**

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| **(For official use only)**  **Public Petition No.** |  |

If you would like to submit a public petition for our consideration, please refer to the guidance leaflet Petitions and E-Petitions Scheme and the Guidance Notes at the back of this form.

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| 1. **Name of principal petitioner**   If you are petitioning on behalf of an organisation, please state the name of the organisation. |
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| **2. Petition title** |
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| **3. What action would you like us to take?** |
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| 1. **What actions have you taken to resolve the issues before submitting the petition?** |
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| **5. Why do you feel a petition is appropriate in this instance?** |
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| **6. Administrative information – not for publication** | | |
| **Name** |  | |
| **Address,**  **including postcode** |  | |
| **Home telephone number** |  | |
| **Mobile telephone number** |  | |
| **Email address** |  | |
| **Number of petition signatures** |  | |
| If we need more information about the petition, we may invite a petitioner to meet with us or attend a relevant committee meeting if the petition has the appropriate number of signatories.  Would you be happy to meet with us or for us to attend a committee meeting? | | |
| Yes | | No |
| **Signature of principal petitioner:**  If satisfied that your petition meets all the criteria outlined in the Petitions Scheme**,** the principal petitioner should sign and date below. | | |
| **Signature** ……………………………………………..  **Date** …………………………………………………… | | |
| Completed forms should be returned to:  Wolverhampton Homes  Customer Feedback Team  Bilston Town Hall  Church Street  Bilston  WV14 0AP    Tel: 01902 552907 | | |

**Public Petition**

Each entry must include a valid address and postcode; any entries without these will not be counted. You are not allowed to sign this petition on behalf of anyone else. Signatures will only be counted once; duplicate signatures will not be counted. As stated in the Petitions Scheme, details of the petition will be published on our website, except in cases where this would be inappropriate.

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| No. | Name | Address | Postcode | Signature |
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**Public Petition**

As stated in the Petitions Scheme, details of the petition will be published on our website, except in cases where this would be inappropriate.

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| **Petition Text**  Please state clearly and concisely what action you would like us to take. You can submit extra sheets if needed. |
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**Guidance Notes**

1. **Name of principal petitioner:**

Please give your name or, in the case of a petition being presented on behalf of a group; a community group for example, the name of the person who is representing the group for the purposes of the petition. Please note that the person named in this section will be the contact for the Customer Feedback Team.

1. **Petition title:**

Please give your petition a title that relates directly to the subject matter.

1. **What action would you like us to take?:**

The petition should clearly state what action the petitioner wants us to take. Please note that this should be limited to no more than five lines of text, though you may submit extra sheets if needed.

1. **What actions have you taken to resolve the issue before submitting the petition?:**

Before submitting a petition, petitioners should have tried to resolve the issues. Please provide a summary of the actions you have taken to resolve the issues, including details of any elected representatives that have been approached, what happened and the outcome.

1. **Why do you think a petition is appropriate in this instance?**

In this section, please give factual background information that is relevant to the petition, giving reasons why you feel we should undertake the actions specified in section 4. Please limit the background information to no more than three sides of A4. This information will be made available to relevant staff and committees where appropriate.

1. **Administrative information:**

Please provide as much of the information as you can. This information is necessary for the administration of your petition.

Please provide a contact telephone number and email address so that our Customer Feedback Team can contact you quickly about your petition. These details will not be published.