[FTC HEADER]

{NAME}

{ADDRESS}

Dear {Name}

**WELCOME!**

Every month we receive an update of the electoral register in Faversham.

Your name is on our latest update. This may mean that you have recently moved into your address. We hope you are very happy at your new home and enjoy living here in Faversham.

Whether you have moved from an address within Faversham or have moved into the town from outside, you are welcome and we are really glad you are here.

Or you may have come onto the electoral register for another reason but have lived at your address for a while. We are still delighted to make contact with you.

**Faversham Town Council is here for everyone who lives in our town.**

The Town Council consists of 14 councillors, who are all unpaid in their role, and a small professional staff team who help achieve goals set by the councillors. The councillors are all elected every four years by Faversham’s residents. One councillor serves as Mayor and I was honoured to be chosen as Mayor for this year.

We provide a voice for everyone who lives in Faversham. We support a wide range of projects and events that enrich life in Faversham for people who live here and attract visitors to the town. We campaign for changes for the better and to protect our heritage and what is best about Faversham.

**The councillors for your ward are:**

**Name Name Name Name**

**Email Email Email Email**

**Phone Phone Phone Phone**

Our website is at www.favershamtowncouncil.gov.uk

The Town Council meets in the Guildhall and has offices in the Town Hall at 12 Market Place. In the ground floor of the Town Hall you will find the Visitor Information Centre (VIC) run by volunteers from the Faversham Society. The VIC has a wealth of information about what is offer locally.

Many key services are run by Swale Borough Council and Kent County Council, such as parking, roads, bins, play areas, footpaths, and social care. You can find out more about their services on [www.swale.gov.uk](http://www.swale.gov.uk) (phone 01795 424341) or [www.kent.gov.uk](http://www.kent.gov.uk) (phone 03000 414141)

Independent advice about local services and much more is also available from Citizens Advice ([www.citizensadviceswale.uk](http://www.citizensadviceswale.uk) or phone 0808 278 7979).

Please don’t hesitate to contact your councillors if there is anything we can help with.

**Your sincerely,**

**Trevor Martin**

**Mayor of Faversham**