**Confidential Trustee Application Form**

**Personal Details**

| **Surname** |  | **Title** |  |
| --- | --- | --- | --- |
| **Forename** |  | | |
| **Address** |  | | |
| **Postcode** |  | | |
| **Home Telephone** |  | | |
| **Work Telephone** |  | | |
| **Mobile number** |  | | |
| **Email address** |  | | |
| **Date of Birth** |  | | |
| **Names of any other organisations that you are a Trustee of?** |  | | |
| **Where did you hear about this vacancy?** |  | | |

**Bars on Appointment**

There are certain people who cannot be or might not be suitable to be members of a Board. Company Law requires that certain conditions be met. Please sign your acknowledgment against **each one** of the following declarations, or where you may not be able to comply please provide additional information.

| **Declaration** | **Signature / Information** |
| --- | --- |
| 1. I am not disqualified from acting as a director of a company for any reason and am not aware of any pending action which may result in such disqualification. |  |
| 1. I have never been convicted of a criminal offence. |  |
| 1. A composition has never been made with any of my creditors generally in satisfaction of any personal debts. |  |
| 1. I am not disqualified under Section 72 of the Charities Act 1993 from being a Charity trustee. |  |
| 1. I am not being treated by a Medical Practitioner to the extent a written opinion could be given to The Activity Den stating that I have become mentally or physically incapable of acting as a Board Member and a court has not made any order which wholly or partly prevents me from personally exercising any rights or powers which I would otherwise have related to my mental health. |  |

| **Supporting Information**  Please explain why you would like to join The Activity Den as a Board Member. Please tell us about the skills that you can bring to the role ; life or work experiences, qualifications, hobbies or interests that you have which you feel would make a real contribution to the Board. This may include areas such as voluntary, management or business activities. |
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**Referees**

| **Referees**  Referee Guidance - Accepted Referee’s include:  - A previous employee or contact from a previous volunteering role.  - A lecturer or other educational lead.  - A character reference from a professional or family friend who has known you in excess of 5 years - and can comment on your character. | |
| --- | --- |
| **Referee one** | **Referee two** |
| Name: | Name: |
| Address: | Address: |
| Tel. No. | Tel No. |
| E-mail: | E-mail: |
| In what capacity do you know referee one? | In what capacity do you know referee two? |

**Declaration**

| **Declaration** | |
| --- | --- |
| I certify that to the best of my knowledge the information I have supplied is correct. I understand that deliberately giving false or incomplete information would disqualify me from appointment or, in the event of discovery after appointment, make me liable to dismissal without notice.  Your application to become a director is conditional upon The Activity Den having received a satisfactory enhanced DBS check and you not being placed on an ISA barred list.  Applicants who complete and return this form electronically should mark the box below with an ‘X’ in lieu of a formal signature and type their name, signifying by return of this application form their agreement with the conditions of this declaration. ☐ | |
| **Signed** |  |
| **Date** |  |
| **Data Protection**  Information from this application may be processed for purposes permitted under the General Data Protection Regulation. Individuals have, on written request, the right of access to personal data held about them. The organisation treats personal data collected during the recruitment process in accordance with its data protection policy. Information about how your data is used and the basis for processing your data is provided in the organisation's job applicant privacy notice.  If you have any queries regarding the completion of this form or need further support to complete it, please contact The Activity Den on 07837971210. | |