Trustee Application Form 

We would recommend that you have a look at the following resources before completing the form:

[www.gov.uk/government/uploads/system/uploads/attachment\_data/file/509664/cc3\_lowink.pdf](http://www.gov.uk/government/uploads/system/uploads/attachment_data/file/509664/cc3_lowink.pdf)

[www.gov.uk/guidance/charity-trustee-whats-involved](http://www.gov.uk/guidance/charity-trustee-whats-involved)

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| **1. Personal details** |
| Full Name: |  |
| Address: |  |
| Email: |  |
| Home Tel:  |  |
| Mobile: |  |

I have read and understand the information given about becoming a trustee, and am able and willing to commit the necessary time, preparation and effort to the proper discharge of the responsibilities of a trustee [ ]

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| **2. Volunteer History** |
| Please provide details of any previous volunteer or trustee experience you have.  |
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| **3. Interest and Motivation** |
| Please explain why you would like to apply for the position of trustee at Bath City Farm, and how you feel you can contribute to the trustees’ work.  |
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| **4. Employment and Experience**  |
| Please provide an overview of your employment history and previous experiences that you feel could benefit Bath City Farm. |
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| **5. Abilities and Skills**  |
| Please provide any further information, including relevant memberships, board level positions, qualifications held or other relevant expertise which you feel may be relevant to this application.  |
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| **6. References (two referees required)** |
| Please give the name and address of two referees who can comment on your suitability for this role. Please note references from relatives are not acceptable. Whenever possible, one referee should be your current or previous employer. |
| Name: |  | Name: |  |
| Position:  |  | Position:  |  |
| Company Name:  |  | Company Name:  |  |
| Address: |  | Address: |  |
| Telephone No:  |  | Telephone No:  |  |
| Email: |  | Email: |  |
| Occupation: |  | Occupation: |  |

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| **Data Protection Statement** |
| The information that you provide on this form and that obtained from other relevant sources will be used to process your application. The personal information that you give us will also be used in a confidential manner to help us monitor our recruitment process.If you succeed in your application, the information will be used in the administration of your position with us and to provide you with information about us or a third party. We may also use the information if there is a complaint or legal challenge relevant to this recruitment process.We may check the information collected, with third parties or with any other information held by us. We may also use or pass to third parties, information to prevent or detect crime, to protect public funds, or in other ways as permitted by law.By signing this application form, we will be assuming that you agree to the processing of sensitive personal data (as described above), in accordance with our registration with the Information Commissioner. |

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| **Declaration** |
| I confirm that the details given in this form are correct and understand that any false declaration may result in my removal from the board of trustees as outlined in Bath City Farm’s Articles of Association. * I am aged 18 years or over at the date of this election or appointment
* I do not have an unspent conviction relating to any offence involving deception or dishonesty
* I am not an undischarged bankrupt nor have I made a composition or arrangement with, or granted a trust deed for, my creditors (ignore if discharged from such an arrangement)
* I am not subject to a disqualification order under the Company Directors Disqualification Act 1988 or to an Order made under section 429(b) of the Insolvency Act 1986
* I have not been removed from the office of charity trustee or trustee for a charity by an Order made by the Charity Commissions or the High Court on the grounds of any misconduct or mismanagement (or equivalent in other jurisdictions)
* I am not disqualified under the Protection of Vulnerable Adults List
* I will, if elected, undertake a Disclosure and Barring Service check
* I have read the Charity Commission booklet CC3: The Essential Trustee
* I hereby explicitly consent to Bath City Farm holding my personal details within a manual or electronic filing system in relation to the Data Protection Act 1998
* Appointment is dependent on becoming a member of Bath City Farm, if not one already
* I understand that if my application is progressed and / or if I am successful that appropriate DBS, credit, and director checks will be undertaken.
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| Signed: |  | Date: |  |