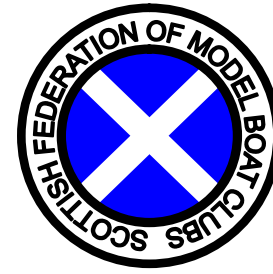




# Application for renewal of Membership/Affiliation



CLUB Name: .....

Website address (if applicable): .....

Please provide details of 2 committee members who are to be the points of contact (in order of preference)  
This is normally Secretary and Chairman or Treasurer (please state position).

PRIMARY CONTACT.

SECONDARY CONTACT.

Name : .....

Name : .....

Address : .....

Address : .....

City/Town : .....

City/Town : .....

Post Code : .....

Post Code : .....

Home/Mobile numbers. : .....

Home/Mobile numbers. : .....

Email Address : .....

Email Address : .....

Please read page 2 before circling a) or b) below then sign and date.

PRIMARY CONTACT

- a) I agree to my personal details being stored electronically and used in the management of the Federation.
- b) I do not wish my personal details to be stored electronically and understand that they will be held in paper form.

Please read the *schedule of details* on page 2 before signing this consent.

I agree that my personal details may be used as described on page 2 unless I have circled box b) above.

Signed: ..... Date: .....

SECONDARY CONTACT

- a) I agree to my personal details being stored electronically and used in the management of the Federation.
- b) I do not wish my personal details to be stored electronically and understand that they will be held in paper form.

Please read the *schedule of details* on page 2 before signing this consent.

I agree that my personal details may be used as described on page 2 unless I have circled box b) above.

Signed: ..... Date: .....

Please return this form to:

N. Coates, SFMBC Secretary, 125 Crewe Road West, Edinburgh, EH5 2PF.  
May be scanned and emailed to thesfmbc@yahoo.co.uk

Fees to:  
J.Houghton, SFMBC Treasurer, 12 Arlick Road, Kelty, Fife, KY4 0BH.  
Receipt will be forwarded in due course.

This form valid from November 2016.

DATA PROTECTION ACT 1998 - PERMISSION FOR DATA STORAGE & USE

The Committee of the SCOTTISH FEDERATION of MODEL BOAT CLUBS wishes to store personal details in a computerised Membership Database.

The purpose of this is to facilitate management of Federation matters, to ensure better communication and, in general, to improve the level of service offered to member clubs.

Under the terms of the 1998 Data Protection Act we can only do this with the individual consent of each person providing personal details. For this reason a consent form has been integrated in to the Membership Application form.

The following undertakings are made by the elected Officers on behalf of the Federation:

- 1 The minimum amount of data will be held (see attached schedule).
- 2 Data will be held only for so long as the contact or club remains a member of the Federation.
- 3 Each club will have free access to all personal data held at any time and will always have the right to require changes or to withdraw consent for data storage.
- 4 The data will never be disclosed to a third party  
i.e only to the elected members of the Federation committee and its webmaster.
- 5 The Federation will seek confirmation that stored data remains valid, on a yearly basis at membership renewal.
- 6 The Federation will seek confirmation of consent to store data on a yearly basis.
- 7 The data will only be used for management of Federation membership and proper distribution of Federation related information. To this end it will be provided to the members of the Federation committee and to the SFMBC webmaster.
- 8 If a contact withdraws consent a member of the committee must respond, in writing, within 5 working days, confirming that the data has been deleted from computer records.

SCHEDULE OF DETAILS

- 1 Club name
- 2 Club website address
- 3 Contact details for primary contact
- 4 Contact details for secondary contact
- 6 Date of joining/renewal
- 7 Date of payment of fees

Please keep this page for your records.



This page valid from January 2012.