



## Member's Share Application Form

We are offering everybody in the Parish of Tibberton and Cherrington and the surrounding area the chance to join us as a member of the Community shop by offering new shares. Whether you are new to the area or just didn't get around to buying shares during our share offers since 2010 and would now like to be involved, please complete the details below and return this form with your enclosed cheque for the appropriate amount. You will receive an acknowledgement letter and certificate to confirm your shareholding.

Please be aware that the shares **do not** offer any financial return and, that on winding-up, any surplus generated by the shop will be distributed to good causes in the area and not returned to shareholders. For more details please refer to the original 2011 prospectus which is on our website: <https://www.tibbertonvillageshop.co.uk>

Please do read the **Data Protection Notice** on page 2, complete and sign that form together with your share application below and return them addressed to 'The Secretary' at the shop's registered office address below.

I, \_\_\_\_\_ would like to apply for \_\_\_\_\_ shares at £10.00 each and enclose a cheque made payable to **Tibberton Community Shop Ltd** OR, I have made a BACS payment to TCS Lloyds Bank account, sort code: **30-67-99** account number: **35375268** reference **TCS-Mem+(My-Initials)** for the amount of £\_\_\_\_\_.

I agree to Tibberton Community Shop holding the information I provide below about me, storing it only in the ways described and using it only for the purposes outlined.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_

## Member's Personal Data

- 1. Member's Name
- 2. Address   
Post Code
- 3. Telephone Number  4. Mobile Number
- 5. Email Address
- 6. Date of change, if information is being provided to confirm detail changes

*Data items numbered 1-6 above are held digitally, in a secure way; this paper form is kept on file.*

### TO COMPLETE when the Member's Share Certificate is processed

Certificate Number: \_\_\_\_\_ Date: \_\_\_\_\_

If you are not yet but would also like to join the Volunteers' Team, please complete and sign the following forms. This will mean some duplication of your information, which is needed because the paper forms are filed separately for Members and Volunteers.



Members and Volunteers - Data Protection Notice

On 25th May 2018 the European General Data Protection Regulations (GDPR) came into effect. To comply with these changes to the UK's data protection legislation, we are required to inform you about the personal data we will hold about you and how we will use it.

For Members this includes your: name; address; home and mobile telephone numbers; email address; number of shares held. We use this information through a Members' Register to allow us to fulfil our legal obligations under the Co-operative and Community Benefit Societies Act 2014, including communications with you about the shop's business and results including the Annual General Meeting notification and reports.

For Volunteers this includes your: name; address; home and mobile telephone numbers; email address; emergency contact details for up to two other people; any medical conditions we should be aware of; training records. Management Committee members use this information to enable TCS fulfil its operational functions, e.g. to maintain the volunteers rota in a pragmatic way allowing last minute changes to be made, to schedule training, to meet our legal operating requirements regarding Health and Safety, data protection, the sale of alcohol and tobacco.

TCS's 'Data Controller' is the Management Committee's Secretary, contactable via the shop's registered address below. They will share relevant information with some Committee members:

Member's data - with the Chairperson and Secretary.

Volunteers' data - with the Secretary, Volunteers Co-ordinator, Health and Safety Lead.

The GDPR provides individuals with rights over their data, including how we would delete such data or provide data electronically and in a commonly used format. Tibberton Community Shop's (TCS) is a not-for-profit organisation which does not have to register with the Information Commissioner's Office for data protection purposes. Thus, the rights you have for your personal data are: to be informed of what we hold; access to that data; rectification and erasure of it; restrict processing of it; data portability; and, to object to our holding it. We do not use automated decision-making, so that right does not apply. Should you leave TCS as a member (i.e. shareholder) or volunteer we will delete your personal data from our records on receiving notice from you.

To be able to correspond with you regarding the Shop's activities, under GDPR we need your written consent to communicate with you. Please tick all the applicable boxes below, complete and sign this form.

"I consent to receive communications from Tibberton Community Shop's officials via the following means."

Email [ ] Post [ ] Mobile [ ] Telephone [ ]

"I confirm I am over the age of 16, I have read, understood and agree with the way my data will be used by Tibberton Community Shop." (NOTE: If under age 16, a parent or guardian must sign this form for you.)

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Signed: \_\_\_\_\_ Member / Volunteer / Parent / Guardian\* (\*Please delete as appropriate)