

APPLICATION FOR ENROLMENT ON THE CHURCH ELECTORAL ROLL

Full name _____

Preferred title (if any) _____

Full address _____

Postcode _____

Email Address (optional) _____

1: I declare that (please tick only one box from options A or B)

1A I am baptised, am a lay person, and am aged 16 or over

1B I am baptised, am a lay person, and become 16* on _____

**Those who become 16 in the next twelve months may complete the form and become eligible to be entered on the roll on their sixteenth birthday.*

2: I declare that (please tick only one box from options A, B or C)

2A I am a member of the Church of England (or of a Church in communion with the Church of England) and am a resident in the parish.

2B* I am a member of the Church of England or of a Church in communion with the Church of England, am not resident in the parish, [but have habitually attended public worship in the parish during the preceding six months] [and would have habitually attended public worship in the parish during the preceding six months but was prevented from doing so because

_____.]

2C* I am a member in good standing of a Church which is not in communion with the Church of England but subscribes to the doctrine of the Holy Trinity, am also a member of the Church of England [and have habitually attended public worship in the parish during the preceding six months] [and would have habitually attended public worship in the parish during the preceding six months but was prevented from doing so because _____.]

**If you tick 2B or 2C in circumstances where a new Roll is being prepared, you must delete either the first set of words in square brackets or the second set. If you delete the first set, you must complete the second set by filling in the space at the end. see Note 3 for further information.*

I declare that the above answers are true and I apply for inclusion on the church electoral roll of the parish.

Signed: _____ Date: _____

Notes

General matters

- 1 The only Churches at present in communion with the Church of England are other Anglican Churches and certain foreign Churches, as listed in the Supplementary Material to the Canons (but note [Rule 83\(3\)](#) of the Church Representation Rules, which provides for any question as to whether a particular Church is in communion with the Church of England to be decided by the Archbishops of Canterbury and York acting jointly).
- 2 Membership of the electoral roll is also open to members in good standing of a Church not in communion with the Church of England which subscribes to the doctrine of the Holy Trinity where those members are also prepared to declare themselves to be members of the Church of England.
- 3 Every six years a new roll is prepared and those on the previous roll are informed so that they can reapply. If you are not resident in the parish but were on the roll as a habitual worshipper and have been prevented by illness or other sufficient cause from worshipping for the past six months, you should complete declaration 2B or 2C as follows –
 - (a) delete the first set of words in square brackets and
 - (b) at the end of the second set of words in square brackets, briefly state the reason for not having worshipped as mentioned.
- 4 If you have any problems with this Form, please approach the clergy or lay people responsible for the parish, who will be pleased to help you.
- 5 In this Form ‘parish’ means ecclesiastical parish.

Use of email addresses and other personal data

- 6 You do not have to provide an email address on this Form. If you do provide one, the Parochial Church Council and the electoral roll officer are entitled to use that email address to communicate with you in connection with the maintenance or revision of the Roll or the preparation of a new Roll or with elections to or membership of the Council.
- 7 The Church Representation Rules impose certain requirements for your name and address to be given to a third party, such as the diocesan electoral registration officer, in connection with elections to or membership of a deanery synod, diocesan synod or the House of Laity of the General Synod. If you provide an email address on this Form, it will be given to the third party along with your postal address.
- 8 A third party to whom your name and address have been given under the Church Representation Rules is in certain cases required by the Rules to pass them on to another person, such as the presiding officer in a synodical election. If you provide an email address on this Form, that email address will be given to the other person along with your postal address.
- 9 Any person to whom your email address or other personal data is given under the Church Representation Rules is required by those Rules to hold the data securely. Furthermore, if you do provide an email address on this Form, that does not give anybody the right to use it for any purpose other than those permitted by the Rules; so it cannot, for example, be used for social matters or fund-raising.
- 10 The roll is published after each annual revision and after the preparation of a new roll. The published roll will include your name (as well as the name of every other person on the roll) but none of your other personal data (as defined by the Data Protection Act 2018) will be made public as a result of your inclusion on the roll.

Data privacy

Consent is not required for the processing of personal data in relation to the church electoral roll (see the electoral roll Privacy Notice in church and on our website).

However, we would like to keep in touch with you about the church and its activities and would welcome your consent to do so.

To give your consent please sign the Consent Form opposite, ticking the boxes as appropriate

CONSENT FORM

Your privacy is important to us and we would like to communicate with you about the church and its activities. To do so we need your consent. Please fill in your other contact information below and confirm your consent by ticking the boxes below.

You can find out more about how we use your personal data by reading our privacy notice which you can find here: <http://www.aylesford-church.org.uk/>

You will already have completed your name and address overleaf. Please add your phone number(s) and email address below if you are happy for us to use those.

Phone number(s) _____

Email address _____

Please tick the boxes and sign below to confirm your consent to one or more of the following¹:

Newsletters and other communications

We may contact you to keep you informed about what is going on in the local or neighbouring parishes, other churches and the work of the Diocese including news, events, meetings, clubs, groups and activities. These communications may also sometimes appear on our website, the Diocese website or in printed or electronic form (including social media).

Activities and groups

We may contact you about groups and activities you may be interested in participating in. We sometimes work with similar groups in other churches within or outside the Diocese or with the Diocese itself. Occasionally names and photos may appear in newsletters, bulletins or on websites, or social media.

Signature _____ Date _____

¹ You can grant consent to all the purposes; one of the purposes or none of the purposes. Where you do not grant consent, we will not be able to use your personal data; (so for example we may not be able to let you know about forthcoming services and events); except in certain limited situations, such as where required to do so by law or protect members of the public from serious harm.

You can find out more about how we use your data from our "Privacy Notice" which is available from our website or from the Parish Office or at : <http://www.aylesford-church.org.uk/> You can withdraw or change your consent at any time by contacting the Parish office.