



## APPLICATION FOR Enrolment on the Church Electoral Roll

Please return to the Electoral Roll Officer or Chaplain

### 01

#### Notes

1. The only churches at present in communion with the Church of England are other Anglican Churches and certain foreign Churches.
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 re-apply. If you are not resident but were on the roll as an habitual worshipper and have been prevented by sickness or absence or other essential reason from worshipping for the past six months, you may write "would" before "have habitually attended" on the form and add "but was prevented from doing so because" and then state the reason.
4. If you have any problems over this form, please approach the clergy or lay people responsible for the chaplaincy, who will be pleased to help you.
5. Use of email addresses and other personal data is governed by local laws on Data Protection applying to the chaplaincy and by the Privacy Notice on the Chaplaincy's website.
6. Subject to the provisions of the Diocese in Europe Measure 1980, the Constitution of the Diocese and applicable local law, the Church Representation Rules have effect in the Diocese.

### 02

#### Use of data

1. You do not have to provide an email address on this Form. If you do provide one, the Chaplaincy 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.
2. 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, who may require it 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.
3. 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.
4. 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. Those permissions have to be granted in a process other than Electoral Roll enrolment in accordance with the chaplaincy privacy policy.
5. 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 law in place) and will be made public as a result of your inclusion on the roll.

**Please refer to the Privacy Notice on the Chaplaincy Website for further information about our use of data.**

### 03

Name of  
Chaplaincy

### 04

Applicant's  
details

Title

Surname

Fornames

Email (optional)

Current address  
(house number, street  
name, town)

Country

Postcode

### 05

Declaration

**I declare that**

I am baptised, am a lay person and am aged 16 or over, or, become 16\* on

**AND (Tick ONLY ONE of boxes below):**

I am a member of the Church of England (or of a Church in communion with the Church of England) and have my name entered on the electoral roll of a parish or chaplaincy in the Provinces of Canterbury or York.

I am a member of the Church of England (or a Church in communion with the Church of England) and I have habitually attended public worship in the chaplaincy during the period of six months prior to enrolment.

I am a member in good standing of a Church not in communion with the Church of England which subscribes to the doctrine of the Holy Trinity and also declare myself to be a member of the Church of England and I have habitually attended public worship in the chaplaincy during the period of six months prior to enrolment.

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

Signature

Print name

Date (DD/MM/YYYY)

\* Those who become 16 on or before the date of the annual chaplaincy meeting may complete the form and be enrolled with effect from the date of their sixteenth birthday. Where Local Laws define an older age for the right to join a religious organisation then that age shall apply.