

PLEASE COMPLETE IN BLOCK CAPITALS AND RETURN TO THE ABOVE ADDRESS MARKED FOR THE ATTENTION OF THE VOLUNTEER MANAGER OR BY EMAIL TO friends@cheltplayhouse.org.uk

| | | | |
|---|--------------------------|---------------------------------------|--------------------------|
| Name: | | Preferred Title Mr/Mrs/Miss/Ms: | |
| Landline No | | Mobile No | |
| Address: | | | |
| E-Mail: | | | |
| Emergency contact information mobile number / landline who is the contact? | | | |
| Where did you hear about volunteering for Cheltenham Playhouse | | | |
| Which roles are you interested in? (please tick) | | | |
| Bar | <input type="checkbox"/> | Serving Tea & Coffee | <input type="checkbox"/> |
| Usher/taking tickets/selling programmes | <input type="checkbox"/> | Fire Watch | <input type="checkbox"/> |
| Poster and leaflet distribution | <input type="checkbox"/> | DIY/Maintenance | <input type="checkbox"/> |
| Box Office | <input type="checkbox"/> | Noticeboard / Display Volunteer | <input type="checkbox"/> |
| Newsletter writing / design | <input type="checkbox"/> | Technical, e.g. Lighting and/or Sound | <input type="checkbox"/> |
| Doing visitor surveys | <input type="checkbox"/> | Something else | <input type="checkbox"/> |

What skills do you have that you would like to offer?

What previous work history or volunteering experience do you have?

PTO

Do you have a DBS check or any relevant training (e.g. food hygiene, first aid, health and safety, legislation)

Do you have any **unspent** Criminal Convictions* Yes / No
(*only relevant for certain roles, e.g. those working with children)

If you can, please give at least one or more **independent referees** who would supply a character reference for you (not relatives). If you do not have any referees, please write NONE

| | |
|----------|----------|
| Name | Name |
| Address | Address |
| Tel. no. | Tel. no. |
| Email | Email |

DATA PROTECTION STATEMENT

The Cheltenham Playhouse will process and be in control of the data provided on this form. The information which you provide in this form and any other information obtained or provided during the course of your volunteering with us ("the information") will be used for the purpose of assessing your suitability in relation to legitimate interests of our business. You have the right to data portability, request access to, rectification or erasure of your data collected as part of this process. If your application is successful, the information will form part of your volunteer file and we will be entitled to process it for all purposes in connection with your voluntary role.

The Cheltenham Playhouse takes your privacy seriously and will only use information gathered in relation to the theatre that meets the specific responsibilities as set out in the current General Data Protection Regulations. (GDPR) However, from time to time we would like to contact you with details about events, volunteering and other information about the theatre. Your data is stored on a computer and on a database for ease of communication to you. If you consent to us contacting you for these purposes please tick to say how you would like us to contact you (please tick all that apply)

Email Phone Post

So that we may use the information for the above purposes and on the above terms, we are required to obtain your explicit consent. Accordingly, please sign the consent section below. You have the right to withdraw your consent at any time and the right to lodge a complaint to the ICO (<https://ico.org.uk>)

I CONSENT TO MY PERSONAL INFORMATION BEING USED FOR THE PURPOSES AND ON THE TERMS SET OUT ABOVE.

Signed by Volunteer:.....Date:

| |
|-----------------------|
| Greeted By and Date: |
| Inducted By and Date: |

Please go to www.cheltplayhouse.org.uk/getinvolved/volunteering to view our Volunteering Handbook