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**TRUSTEE APPLICATION FORM**

**Please complete the trustee application form and submit it to The Chief Executive, Birchwood Highland, 59 Tomnahurich Street, Inverness IV3 5DT or email** [david.brookfield@birchwoodhighland.org.uk](mailto:david.brookfield@birchwoodhighland.org.uk).

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Name** |  | | | |
| **Home Address** |  | | | |
| **Telephone** | **Home** | | **Mobile** | |
|  | **Work** | |  | |
| **email** |  | | | |
| **Occupation** |  | | | |
| **Which of the following skills or experience could you bring to the Board?** | **Please indicate against each area whether it is your principle skill by inserting “P” or a secondary skill where you have experience by inserting “S”** | | | |
|  | **P/S** |  | **P/S** |
| **Human Resources** |  | **Business Management** |  |
| **Finance/Accounting** |  | **Marketing/PR** |  |
| **Fundraising** |  | **Health** |  |
| **Legal** |  | **Cultural** |  |
| **Other relevant skills** | | | | |

|  |
| --- |
| **Please indicate why you want to become a trustee of Birchwood Highland.** |

**Trustee applicant’s declaration of eligibility:**

**I declare that:**

**Please tick each statement which applies:**

I am over age 18.

[Grab your reader’s attention with a great quote from the document or use this space to emphasize a key point. To place this text box anywhere on the page, just drag it.]

I am not an undischarged bankrupt.

[Grab your reader’s attention with a great quote from the document or use this space to emphasize a key point. To place this text box anywhere on the page, just drag it.]

I have not been removed or suspended from a position of management or control of a charity under the provisions of the Law Reform (Miscellaneous Provisions) (Scotland) Act 1990 or the Charities and Trustee Investment (Scotland) Act 2005; or

[Grab your reader’s attention with a great quote from the document or use this space to emphasize a key point. To place this text box anywhere on the page, just drag it.]

I have not been removed from the office of charity trustee or trustee for a charity by an order made by the Charity Commissioners for England and Wales under section 18(2)(i) of the Charities Act 1993, section 20(1A)(i) of the Charities Act 1960 or section 20(1) of that Act (as in force before the commencement of section 8 of the Charities Act 1992) or by Her Majesty’s High Court of Justice in England on the grounds of any misconduct in the administration of the charity for which you were responsible or to which you were privy, or which your conduct contributed to or facilitated.

[Grab your reader’s attention with a great quote from the document or use this space to emphasize a key point. To place this text box anywhere on the page, just drag it.]

I am not under a disqualification order under the Company Directors' Disqualification Act 1986. I have not been convicted of an offence involving deception or dishonesty (unless the conviction is spent).

[Grab your reader’s attention with a great quote from the document or use this space to emphasize a key point. To place this text box anywhere on the page, just drag it.]

[Grab your reader’s attention with a great quote from the document or use this space to emphasize a key point. To place this text box anywhere on the page, just drag it.]

I am, in the light of the above, not disqualified by the Charities Act 1993 (section 72) from acting as a charity trustee.

I undertake to fulfil my responsibilities and duties as a trustee of Birchwood Highland in good faith and in accordance with the law and within Birchwood Highland’s objectives/core purpose and Code of Conduct for trustees.

[Grab your reader’s attention with a great quote from the document or use this space to emphasize a key point. To place this text box anywhere on the page, just drag it.]

I do not have any financial interests in conflict with those of Birchwood Highland (either in person or through family or business connections) except those that I have formally notified in a conflict of interest statement. I will specifically notify any such interest at any meeting where trustees are required to make a decision which affects my personal interests, and I will absent myself entirely from any decision on the matter and not vote on it.

[Grab your reader’s attention with a great quote from the document or use this space to emphasize a key point. To place this text box anywhere on the page, just drag it.]

I declare that the above information on this form is correct and understand that if appointed, I will be liable to action including removal from the Board and / or criminal action should I knowingly give false information.

**Signature: ………………………………………. Date:………………….**

All applications for all services must be sent to **The Chief Executive**, ***Birchwood Highland,59 Tomnahurich Street, Inverness, IV3 5DT.*** Applications may be emailed to **david.brookfield@birchwoodhighland.org.uk**