

**APPLICATION FOR ENROLMENT ON THE CHURCH ELECTORAL ROLL
OF THE PARISH OF SANDERSTEAD**

Full Name

.....

Preferred title (if any)

.....

Postal Address

.....

.....

Postcode

Email address (optional)

I declare that -

☐

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

.....)

☐

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

OR

☐

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.

.....]**.

OR

☐

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

.....]**.

I declare that the above answers are true and I apply for inclusion on the Church Electoral Roll of the parish.

Signed Date

- * A person who is going to become 16 during the next 12 months may complete this Form, and will then be eligible to have their name entered on the Roll on their 16th birthday.
- ** Tick only one of 2A, 2B or 2C.
- *** 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.

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.

current as at January 2025

PARISH OF SANDERSTEAD
PARISH COMMUNICATIONS FORM

Note that this section does not form part of the application to join the Electoral Roll and is entirely optional. It would however be very helpful to us if Church members are willing to complete it.

- 1) As a member on the Electoral Roll, the Church would like to collect your contact details for pastoral or discipleship purposes and to promote Church and charity activities. This constitutes processing under lawful basis of legal interests in the General Data Protection Regulations ("GDPR") under the Data Protection Act 2018. In due course, these details will be held on ChurchSuite, our Church administration database.
- 2) We would also like to include these details in the Parish Directory, a hard copy of which will only be available (upon request) to those participating, **who must be on the Electoral Roll**. The Parish Directory will be updated periodically and will not be put on the Parish website or distributed electronically.

If you are prepared to provide some contact details, please add them below **AND TICK ONE OR PREFERABLY BOTH OF THE BOXES**. If there are any means of contact which you would prefer us not to use, please simply leave that line blank:

NAME.....

ADDRESS

SIGNED..... Date

E-MAIL (if any)

Home Phone (if any)

Mobile (if any)

☐ I would like to receive information about church activities, events, news, and fundraising requests using any of the contact details I have provided above.

☐ I consent to the inclusion of the contact details I have provided above in the Parish Directory.

If anything is not clear, please ask one of the Clergy or contact the Parish Office.

For more information on how we process your data, please see our privacy notice which is available on the Parish website <https://www.sanderstead-parish.org.uk/> and in the Parish Office.