



Adult Education & Leisure Activities
in your community

BEDFORD HOUSE

Arts – Crafts – Fitness – Leisure – Space Hire

4 Westbury Road, Buckhurst Hill, Essex, IG9 5NW

Tel: 020 8504 6668

E-mail: enquiries@bedfordhouse.org.uk

Website: www.bedfordhouse.org.uk

Enrolment Form 2021-22

How we use your personal data

The personal data you provide to Bedford House Community Association will be used for administration purposes relating to processing your membership and class enrolments, to updating our member database and to process Gift Aid where relevant. The data will also be used to contact you to let you know of any changes to classes such as temporary cancellations, updates to your membership, informing you of the charity's news and events, and occasionally to ask your view on Bedford House activities. Bedford House mainly keeps in contact with members via email. Please see our Data Protection Policy and Privacy Notice, both available from our website www.Bedfordhouse.org.uk. By signing this form you consent to Bedford House using your personal data in accordance with our policy, and also to our Code of Conduct.

I currently have a valid membership, or, I have already filled in a Membership Application Form and it is being processed. (tick box)

Please fill in, save your file and attach in an email to enquiries@bedfordhouse.org.uk. If you are unable to do so, please print, fill in by hand and scan a copy back to enquiries@bedfordhouse.org.uk or post to Bedford House.

Member Details – Please write clearly

First Name			
Surname			
Address Line 1			
Address Line 2			
Town and Postcode	Town	Postcode	
Email			
Landline and Mobile	Landline	Mobile	

I would like to enrol on the following classes:

Course number	Course Name	Day	Time	Fee (£)
Total Fees				£

VOLUNTARY DONATION			£
Gift Aid – The charity will reclaim 25p of tax on every £1 that I donate or pay in membership fees If I have ticked the box headed 'Gift Aid? ✓', I confirm that I am a UK Income or Capital Gains taxpayer. I have read this statement and want the charity Bedford House Community Association Reg 1178692 to reclaim tax on the membership fee detailed above, and on any additional donations. I understand that if I pay less Income Tax or Capital Gains tax in the current tax year than the amount of Gift Aid claimed on all of my donations it is my responsibility to pay any difference. I understand the charity will reclaim 25p of tax on every £1 that I have given			Gift Aid (please tick)
SIGNATURE		DATE	
PAYMENT METHOD: BACS Please tick as relevant	PAYMENT METHOD: CARD Please tick as relevant	PAYMENT METHOD: CHEQUE Please tick as relevant	PAYMENT METHOD: CASH Please tick as relevant

OFFICE USE ONLY

Receipt Number:	Amount Paid: £	Gift Aid Status:	Membership No.:
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