**T. S. Shipman Charitable Trust**

**Personal Data Consent Form**

**Privacy Notice**

T. S. Shipman Charitable Trust is a registered charity that provides grants for people in need and for general charitable purposes. The Trust takes your privacy very seriously and has a policy that explains why and how the information that you give to the Trust will be stored, processed and made secure. Click [here](file:///C:\Users\Chris\Documents\Andrew\TSS\Appeals%20Pending\Charity%20Link%20Privacy%20Policy.docx) to read the full Privacy Policy.

**How information about you will be used**

The information is used to help the Trust to help you and will also be shared with another charity, [Leicester Charity Link](http://charity-link.org/), which will be approached on your behalf to process the application; this will, however, always be carried out with your consent which is implied by the signing of this form, under the instruction of the Trust and is never for its marketing approaches. We ensure that it stores the data securely and deletes it when it is no longer needed.

**Declaration:**

It is understood that:

By submitting the application and signing this declaration, I agree to the information in the application and any attachments being stored in the Trust’s manual filing systems and computer systems for the sole purpose of grant processing, analysis, monitoring and accounting.

I also agree to the information in the application, its attachments, and any reports derived from these being divulged to any charity to which the Trust may refer on my behalf for the sole purpose of securing financial assistance for me.

All of the information will be treated in the strictest confidence and not shared with another third party without my consent.

If I give information that is incorrect or incomplete action may be taken against me.

I declare that the information I have given on this form is, to the best of my knowledge and belief, true and correct.

Signature Date

Full Name (block capitals please)

please attach to your application