

Please Tick: **First Application:** **Renewal:** **Lapsed:** **Gift:**

Please enter your contact details below:

First Name(s) (in full in BLOCK CAPITALS) _____ Surname:- _____

Address: _____

Postcode: _____

Tel: _____ Email: _____

2022 / 2023 Membership Renewal

Membership Type	Details	Cost	Please Tick
Single Membership	Includes named adult card holder and up to 3 children aged 5 – 17 Named Adult _____	£20.00	
Adult Joint Membership	Includes 2 named adult card holders and up to 3 children aged 5 - 17 Named Adult 1 _____ Named Adult 2 _____	£40.00	
NEW -Guest Membership	This membership allows you to bring a guest to the Garden (please note this membership fee is in addition to your own membership fee). The guest will be unnamed. If a guest is to be added to both joint members cards the charge would be £40 on top of your normal membership.	£20.00	

Payment Method

Please circle your payment method:	Cash	Credit/Debit Card	Cheque	Standing Order	BAC'S (see below for details)
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Please make cheques payable to: **The Willoughbridge Garden Trust**

If you wish to pay by **BAC's** please email info@dorothyclivegarden.co.uk for account details

Gift Aid

Please note that the donor must be the same person who signs the gift aid declaration. Please see details overleaf.
Gift Aid Signature: _____ Date: _____

1. You must pay an amount of income tax and /or capital gains tax at least equal to the tax that the charity reclaims on your donation in the tax year (currently 25p for every £1 given)
2. You can cancel the declaration at any time by notifying the charity.
3. If, in the future, your circumstances change and you no longer pay tax on your income and capital gains, equal to the tax that the charity reclaims, you can cancel your declaration (see Note 1).
4. If you pay at the higher rate you can claim further tax relief in your self-assessment tax return.
5. If you are unsure whether your donations qualify for Gift Aid tax relief, ask the charity, or ask your local tax office for leaflet IR65.
6. Please notify the charity if you change your name or address.

If you are a UK taxpayer we are able to obtain and EXTRA 25p FOR EVERY £1 DONATED under the GIFT AID SCHEME at no additional cost to you if you complete the following Gift Aid Declaration:

I am a UK tax payer and would like the charity to treat this donation and all donations I have made in the last six years and all donations I make in the future until I notify you otherwise as Gift Aid Donations.

IMPORTANT - Lost or Replacement Cards - Please note that there will be a £5 admin charge for the replacement of a lost membership card.

Gift Membership

If you wish to give membership of the garden as a gift to another person(s), please complete their details below and we will add them to our membership list:

Title:	Initials:	Surname:
Title:	Initials:	Surname:
Address:		

Please send gift membership cards to: (Please circle choice) - Donor (person making the payment)
Or: Recipient (the person receiving the gift)

IF YOU WISH TO RECEIVE EMAILS FROM US REGARDING NEWS AND EVENTS PLEASE COMPLETE THE SECTION BELOW – IMPORTANT PLEASE ENSURE YOU SUPPLY YOUR EMAIL ADDRESS TO ENABLE US TO SEND THESE EMAILS TO YOU

IMPORTANT - On becoming a member you will be entitled to:

- Access to the garden during the open season (every day from mid March to 30th September) and low season (Friday, Saturday and Sunday only from 1st October to mid March) **may be subject to change.**
- Email updates regarding our news and events throughout the year (including special fundraising events). If you would like to **opt in** to receive these emails please tick the box
- Emails about other fundraising initiatives. If you would like to **opt in** to receive these emails from us please tick the box

IMPORTANT Email: Please supply your email address below

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Please tick the box to confirm that you have read and understood the attached Privacy Policy

Return Details

Please post your completed membership form and payment to:
The Administrator, Dorothy Clive Garden, Willoughbridge, Market Drayton, Shropshire, TF9 4EU
info@dorothyclivegarden.co.uk Tel: 01630 647237. Charity no: 522695

ADMINISTRATION ONLY

Staff Only:	Paid by: Cash/Card/Chq/SO	£
Date:	Where: Tearoom/Gift Shop/Gate /Office/Post	Name:

Please enter the expiry date entered on the card here

Privacy Statement (please keep this for your records)

Preservation of your privacy is important to the Willoughbridge Garden Trust and we are committed to letting you know how we use your personal information and to making only responsible use of your data.

References to “we”, “us”, “you” or “our” in this Privacy Policy are references to the Willoughbridge Garden Trust, a company limited by guarantee registered in England and Wales, registered company number: 03271307; and a charity registered in England and Wales, registered charity number: 522695.

1. Information about you

1.1 We will collect personal information from you when you register as a member with us, subscribe to one of our services, work with us as an employee, volunteer with us, become a supplier or engage with us in any other capacity. This may include your name, title, email address, physical address, telephone numbers, job title and financial information if required. We may also ask for some additional, non-personal information.

2. Our use of this information

2.1 Your personal information will only be used to process your requests, to provide you with our services, and to provide you with information relating to our services.

3. Security

3.1 We will take reasonable precautions to prevent the loss, misuse or alteration of information you give us.

3.2 Communications in connection with this service may be sent by e-mail. For ease of use and compatibility, communications (other than payments where applicable) will not be sent in an encrypted form unless you require it and provide the certification to enable us to communicate with you in that way. E-mail unless encrypted is not a fully secure means of communication. Whilst we endeavour to keep our systems and communications protected against viruses and other harmful effects we cannot bear responsibility for all communications being virus-free.

4. Cookies

4.1 If cookies are used they will only be used to assist the purposes set out in this privacy policy, but cookies will not be used if we do not consider them to be necessary.

5. Other information

5.1 If you would like us to correct or update any information, or if you would like information deleted from our records, then please email us at info@dorothyclivegarden.co.uk

5.2 You have the right to request any information we hold on you. Please contact us at info@dorothyclivegarden.co.uk

5.3 This privacy policy may be updated from time to time, so please check it periodically.

5.4 Links within our sites to other websites are not covered by this privacy policy.