

THE PEST HOUSE CHARITY

Registered Charity No. 227479

Enquiries to: Tony Hubbard (Clerk)

Email: pesthousecharity@gmail.com

c/o Lavender Cottage
The Street
Stedham
West Sussex
GU29 0NJ

GRANT APPLICATION FORM

After completion, please return this form to the clerk at the address above. Please note that the Charity Commissioners' Scheme for the Pest House Charity is very specific in its area of application. Recipients must be resident within the Parish of Midhurst and be regarded as poor, sick or needy. In some cases, information may be checked with other funding agencies. All information given will be kept strictly confidential between the applicant, The Trustees of the Pest House Charity and (where applicable) other funding agencies.

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|---|--|
| Name of Applicant | |
| Address | |
| Name and Address of Recipient if different from above | |
| Age of recipient | |
| Length of time resident in the Parish of Midhurst | |
| Brief background of recipient and reason for request. Please give as much information as possible as it will assist the Trustees in making a decision | |

| | |
|--|--|
| Amount of Grant required. Please ensure that any sums cover the needs as accurately as possible including any additional costs | |
| Is the recipient (or parent/guardian in the case of an application for a child) in receipt of any statutory or local authority benefits, allowances or other grants? Please give details including contact number for Local Authority case manager | |
| Please give details of annual household income and job title if applicable | |
| Is the recipient a homeowner? (Yes/No) | |
| Have applications been made to other Charities or Organisations? If so give details including sums requested | |

Signature of person completing form _____

Please print name if different from that shown in 1 above _____

Applicant or Sponsor Contact Details:

Email Address _____

Landline Phone Number: _____

Mobile Phone Number: _____

Date of Application: _____

PLEASE NOTE: ALL INFORMATION PROVIDED WILL BE TREATED AS STRICTLY CONFIDENTIAL AND ONLY PASSED TO THE PRESENT TRUSTEES OF THE MIDHURST PEST HOUSE CHARITY. OCCASSIONALLY OTHER GRANTING BODIES (IF APPLICABLE) MAY BE CONTACTED FOR FURTHER INFORMATION OR VERIFICATION PURPOSES.

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General Data Protection Regulations (GDPR)

Information for Applicants

The General Data Protection Regulations (May 2018) is a process which covers the rights of any individual, group or company who have provided information whether personal or general which may be shared with other parties.

The Pest House Charity will provide a blank application form which is to be completed by the applicant unless they are unable to do so. If a third party is involved this will be deemed to be part of the applicant's application and the Trustees of the Pest House Charity will not be responsible if the actions of the third party.

The application form must be completed and returned to the Clerk of the Trustees. Any further information can also be sent with the application if required.

If the Trustees require further information which may be required from the applicant or a third party, The Clerk will contact the applicant to get permission.

Preferably, the completed application should be sent by post or delivered by hand. The completed application will be passed to the Trustees for evaluation and making a decision on the outcome.

The Clerk will retain the completed application form for a period of one year if the application has been successful. If the application has not been successful the completed application form will be destroyed within one calendar month from the time the Trustees have made their decision.

The GDPR covers any company, institution, charity, etc. which can be world wide or a very small group. The Pest House Charity consists of seven Trustees and the Clerk and therefore are not required to be registered with the Independent Commissioners Office, however the process is the same and all aspects of the law regarding GDPR must be covered.