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**VITALITY MEMBERSHIP APPLICATION FORM**

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|  | | **TYPE OF MEMBERSHIP BEING APPLIED FOR:** |  |
| Lead Adult or Individual Name: |  | Household Membership |  | ❑ |
| DOB: |  | Household Membership Cash |  | ❑ |
| Lead Adult or Individual Address: |  | Household Concession Membership |  | ❑ |
|  |  | Household Concession Membership Cash |  | ❑ |
| Postcode: |  | Individual Membership |  | ❑ |
| Email: |  | Individual Membership Cash |  | ❑ |
| Telephone: |  | Individual Concession Membership |  | ❑ |
| 2nd Adult (In Household Membership) |  | Individual Concession Membership Cash |  | ❑ |
| DOB: |  |  |  |  |
| Email: |  |  |  |  |
| Telephone: |  |  |  |  |

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| 1st Child (U18) | Name: | |  | | DOB: |  | Email: |  |
| 2nd Child (U18) | Name: | |  | | DOB: |  | Email: |  |
| 3rd Child (U18) | Name: | |  | | DOB: |  | Email: |  |
| 4th Child (U18) | Name: | |  | | DOB: |  | Email: |  |
| 5th Child (U18) | Name: | |  | | DOB: |  | Email: |  |
| **ADDITIONAL CHILDREN at an additional fee of £5 per month per child** | | | | | | |  |  |
| Additional Child 1 | | Name: | |  | DOB: |  | Email: |  |
| Additional Child 2 | | Name: | |  | DOB: |  | Email: |  |

**Signature**

**Date**

|  |  |
| --- | --- |
| **LCCC OFFICIAL USE ONLY** | |
| **Type of Concession Membership** |  |
| **Over 60 Years** |  |
| **Under 18 Years** |  |
| **Disability** |  |
| **In Receipt of Benefits (include date of evidence)** |  |
| **Full Time Student** |  |
| **Photographic ID Provided** |  |
| **Proof of address** |  |
| **Description of Evidence provided for Concessions Membership** | **1.** |
| **2.** |
| **3.** |
| **Staff Initial** |  |

**PRIVACY NOTICE**

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| **Your Personal Data:**  **What we need**  Lisburn & Castlereagh City Council is the ‘Controller’ of the personal data that you provide to us. We only collect basic personal data, this does not include any special types of information, it does however include name, address, email etc.  **Why we need it**  We need to know your basic personal data in order to provide you with Lisburn & Castlereagh City Council Sports & Leisure Information/Promotions. We will not collect any personal data from you we do not need in order to provide and oversee this service to you.  **What we do with it**  All personal data that we process is processed by our staff in the UK however for the purposes of IT hosting and maintenance this information is located on servers within the European Union and no *Third Parties* will have access to your personal data unless the law allows them to do so. We have a Data Protection regime in place to oversee the effective and secure processing of your personal data.  **How long we keep it**  We are required under UK law to keep your basic personal data (name, address, contact details) until you notify us you no longer want to be contacted by us after which time it will be destroyed. Information that you provide for marketing purposes will be retained until you notify us that you no longer wish to receive this information.  Date ………………… Name …………………………….…….. Sign …………………………………..……….  **What we would also like to do with it**  We would however like to use your name and email address to provide you with Marketing & Promotions for related activities. This information is not shared with third parties and you can unsubscribe at any time via phone, email or by post. **Please indicate below if this is something you would like to sign up to.**  Please sign me up to receive future information from Lisburn & Castlereagh City Council.  Date ………………… Name …………………………….…….. Sign ………………………………….……….  **What are your rights?**  If at any point you believe the information we process on you is incorrect you may request to see this information and even have it corrected or deleted. If you wish to raise a complaint on how we have handled your personal data, you can contact our Data Protection Officer who will investigate the matter. If you are not satisfied with our response or believe we are processing your personal data not in accordance with the law you can complain to the Information Commissioner’s Office (ICO). The Lisburn & Castlereagh City Council Data Protection Officer can be contacted via Email at [**data.protection@lisburncastlereagh.gov.uk**](mailto:data.protection@lisburncastlereagh.gov.uk)  Full details of can be found on the Lisburn & Castlereagh City Council website: <https://www.lisburncastlereagh.gov.uk/information/freedom-of-information> |

**Examples of Evidence Required to Support Household & Concession Membership Packages**

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| Membership Category | Examples of Evidence Required |
| Household Memberships | Adults Proof of Residence   * Rates/Utility Bill. * Header from financial statement. * Doctors, Dentists etc appointment letter.   Children’s Proof of Residence   * Savings Book. * Medical/dental appointment letter. * Letter of confirmation from School/College. |
| Concession Membership – 60 years + | Photographic ID  Birth Certificate.  Passport.  Travel Pass. |
| Concession Membership – Under 18 years | Photographic ID.  Birth Certificate.  Passport. |
| Concession Membership – Disabled Person | Photographic ID.  Letter of Benefit Entitlement e.g. PIP’s.  Blue Badge for Vehicle.  Original signed letter from healthcare professional. |
| Concession Membership – Economically Disadvantaged | Photographic ID  Letter of Entitlement (dated within previous 3 months) to show being in receipt of:   * Jobseekers Allowance Income Based. * Income Support * Working Tax Credit. * Child Tax Credit. * Income Related Employment & Support Allowances. * Housing Benefit. * Universal Credit. |
| Concession Membership – Being in Full-Time Education. | Photographic ID  Student ID which clearly highlights being in full-time education.  Original Letter on headed paper from school/college which confirms full-time education and the start/end dates for relevant course. |

* All vitality Members over 5 years will be required to have their photograph taken to validate their membership.