

 Registered Charity 258023

We have been requested to include the following Adult(s) on an application for a Holiday

Supplied by the Mothers’ Union to……………………………………………………….

Who you have referred.

They do not live at the same address as the applicant.

Please will you complete the following referral

Name of the Additional Adults…………………………………………………………….

Address……………………………………………………………Post Code…………….

Telephone No. ……………..........

How long have you known these additional Adult (s)……….....

Are you aware of any problems which might arise if these Adults are included in the Holiday Allocated the original applicants ?

If any problems occur during the holiday, we may need to contact you in order to seek advice about their resolution. Are you willing to be approached in such circumstances? YES/NO

Have you read the applicant's form and, to the best of your knowledge confirm that it is correct? YES/NO

I am happy that to the best of my knowledge the information given above is true and complete.

**Signed...................................Position held.............................Telephone No................**

**Print Name......................................................Date.....................................................**

**Contact address..............................................................................................................................**

Please note: Mothers' Union is not able to meet all requests, and sadly, not all applicants will be offered a holiday. As soon as your application has been considered, Mothers' Union will contact you to let you know whether or not a holiday is available. If in the meantime, you need to get in touch with Mothers' Union

please phone 01364 643627

**Return to Mrs Janet Jones , 68 Barn Park, Buckfastleigh TQ11 0AT Before the 9th March 2021or janetlinda2009@yahoo.co.uk**

Under the 1998 Data Protection Act, the Mothers' Union in the Diocese of Exeter needs your agreement to hold the information you have supplied for use

in connection with its charitable purposes.,

To copy in its entirety your answers to whoever will act as your referring agent

(All responses of a personal nature will treated confidentially.)

To pass on contact details and other necessary information required to booking agents/holiday venue.

The Data Protection Act says that information should be kept for no longer than is necessary. In the context of AFIA holidays it is advisable for the

records to be kept for 6 years after which it will be disposed of as confidential data. (If paperwork includes, for example, references to any serious

incidents or notes of additional assessments that were undertaken, further advice would be taken before records were destroyed.) All information is

stored under secure conditions.