



# APPLICATION FORM

P.O. Box 344  
Histon  
Cambridge  
CB24 9WZ  
01223 232978

**Post Applied for: Volunteer Trustee**

Personal Details	
Surname:	Title:
Previous Surname(s):	First Names:
Address:	Date of Birth:
	Contact Telephone No(s):
	Email address:

Skills or Experience	
Please indicate against each relevant area whether it is your Principle skill, by writing 'P', or a secondary skill where you have experience, by writing 'S'	
Human Resources	Business Management
Financial / Accounting	Marketing / P.R.
Fund Raising Events	Youth Work
Fund Raising Applications	Vision / Planning
Leadership	Legal

Referees (relatives should not be included)	
Name:	Name:
Occupation:	Occupation:
In what capacity do you know this person?	In what capacity do you know this person?
Address:	Address:
Email:	Email:
Telephone No.	Telephone No.

Employment/Volunteering History – in date order, most recent first			
Dates	Job Title and Key duties	Employers Name & Address	Reason for Leaving

<b>Qualifications and Relevant Training</b> (please include professional qualifications)		
Dates	Name & Type of Institution	Examinations Taken and Qualifications Gained

<b>Reasons for Applying for this Post</b>

Have you ever been convicted of a criminal offence or are you at present the subject of criminal charges?	<input type="checkbox"/> YES <input type="checkbox"/> NO
If yes, please supply details:	

**Criminal Records Disclosures**

You will be required to make an application to the Disclosure and Barring Service (DBS) for disclosure under the provision of the Police Act (1997). The Project will confirm your identity and submit the application to the DBS, paying the necessary fee. The 1997 Police Act allows employers to obtain this information on people who are being considered for appointment to positions involving work with children, vulnerable adults or other positions of trust.

You must provide details of all convictions including those spent under the Rehabilitation of Offenders Act 1974 and Exceptions Order 1975, cautions, reprimands, warnings, investigations or prosecutions pending.

Please supply details:

**Declaration of eligibility**

1. I am over the age of 18
2. I am not an undischarged bankrupt
3. I have not previously been removed from trusteeship of a charity by a court or the Charity Commission
4. I am not under a disqualification order under the Company Directors' Disqualification Act 1986.
5. I have not been convicted of an offence involving deception or dishonesty (unless the conviction is spent).
6. I am, in the light of the above, not disqualified by the Charities Act 1993 (section 72) from acting as a charity trustee.
7. I undertake to fulfil my responsibilities and duties as a trustee of CBP in good faith and in accordance with the law and within CBP's objectives/mission.
8. I do not have any financial interests in conflict with those of CBP (either in person or through family or business connections) except those that I have formally notified in a conflict of interest statement. I will specifically notify any such interest at any meeting where trustees are required to make a decision which affects my personal interests, and I will absent myself entirely from any decision on the matter and not vote on it.
9. The information I have given on this form is true and accurate to the best of my knowledge.
10. I understand that under legislation for a Criminal Record Disclosure, I will be asked to agree to a check being made by the DBS about the existence and content of a criminal record.

Signature	Date