

Employee ref:	
Request no:	

## Undergraduate and Post Graduate Grant Application Form

<b>1. About the former employee</b>					
Title		First Name		Surname	
Address					
Postcode					
Home telephone number <i>(Include dial code)</i>				Mobile Number	
Email address					
NI Number					
Date of birth					
Dates of Employment with Mansfield Brewery		<i>You may need to provide evidence of this if your employment record is not held on our database</i>			
Place / Department					
<b>2. Who is the request for?</b> <i>Please tick relevant box and include all documents requested as evidence (see guidance notes).</i>					
Former Employee		Spouse or Partner <i>Provide marriage certificate, and proof of co-habitation</i>		Dependent child <i>(under 18 or in full-time education if over 18)</i> <i>Provide long form birth certificate</i>	

## 2.1 About you

*The applicant (if not the former employee)*

Title		First Name		Surname	
Address <i>(If different to the former employee)</i>					
Postcode					
Home telephone number <i>(Include dial code)</i>				Mobile Number	
Email address					
NI Number					
Date of birth					

## 3. Undergraduate or Post Graduate Education

University you are attending					
Course Title					
Degree type <i>i.e., BA, BSc etc.</i>					
Course start date			Course year		
Course completion					

*\*Remember you will need to enclose a full copy of your student finance paperwork*

If this is your first year of university, please list previous qualifications and attach copy of certificates.  If applying for post graduate study provide evidence of first Degree.	Subject, Level & Grade	
	Subject, Level & Grade	
	Subject, Level & Grade	
	Subject, Level & Grade	

	Subject, Level & Grade	
	Subject, Level & Grade	
	Subject, Level & Grade	
Signature		
<b>4. Privacy</b>		
<p>Baily Thomas Provident Fund is committed to protecting your privacy. We will use the information you have supplied on this form to process your application and to update the Trustees' records relating to the employee beneficiaries. Full details of how we process your personal data can be found in our <a href="#">Privacy Policy</a>. To request a printed copy please contact us using the details below.</p>		
<b>5. Communication preferences</b>		
Please indicate how you would like to receive communications from Baily Thomas Provident Fund:		
By Email		By Post
<b>6. Declaration</b>		
<ul style="list-style-type: none"> <li>I declare the information I have provided in this form is, to the best of my knowledge, accurate and true and will update the Baily Thomas Provident Fund if my information changes.</li> <li>I understand that the information I have provided will be used to process this application and to update beneficiary records.</li> <li>I understand that to comply with the legal reporting obligations for trustees, basic personal information will be disclosed to HMRC for inclusion on the Trust Register.</li> <li>I understand that the information I have provided will be processed in accordance with the Baily Thomas Provident Fund Privacy Policy</li> </ul>		
<b>Your Signature</b> <i>(Applicant)</i>		
Date		
<p>Your completed form should be returned to:</p> <p><b>Baily Thomas Provident Fund</b></p>		

**Mansfield Business Centre**  
**Ashfield Avenue**  
**Mansfield**  
**NG18 2AE**

**Contact us:**

Telephone: 01623 473290

Email: [enquiries@bailythomasprovidentfund.org.uk](mailto:enquiries@bailythomasprovidentfund.org.uk)

Web: [www.bailythomasprovidentfund.org.uk](http://www.bailythomasprovidentfund.org.uk)