

APPLICATION FOR ENROLMENT ON THE CHURCH ELECTORAL ROLL

Parish of St Andrew, Oxshott

Full name _____

Preferred title (if any) _____

Full address _____

_____ Postcode _____

Phone* _____ Mobile* _____

Email* _____

* These are not required, but please see the consent box below and the **Data Protection** notes overleaf.

I declare that:

1. I am baptised and am aged 16 or over (or, become 16 on _____)
2. Tick **one only** of boxes A, B or C.

A	I am a member of the Church of England (or of a Church in communion with the Church of England) and am resident in the parish, or	
B	I am a member of the Church of England (or of a Church in communion with the Church of England) and, not being resident in the parish, I have habitually attended public worship in the parish during the period of six months prior to enrolment, or	
C	I am a member in good standing of a Church (not in communion with the Church of England) which subscribes to the doctrine of the Holy Trinity and also declare myself to be a member of the Church of England and I have habitually attended public worship in the parish during the period of six months prior to enrolment.	

I declare that the above answers are true and I apply for inclusion on the Church Electoral Roll of the parish.

Signed _____ Date _____

The processing of your name and address is a statutory requirement imposed by the Church Representation Rules. This means that you must give us this information if you want to be included on the electoral roll. This is, as it always has been, a public document. (see **Data Protection** notes overleaf)

However, we would like to be able to use your contact details (including your email address and phone number) to keep you informed about matters relating to St Andrew's Church. Please give your consent for us to do this by ticking the box below. Email addresses and phone numbers will **not** be made public.

Please keep me informed, from time to time, about important church matters

I am happy to be contacted by (tick one or more options below)

Email **SMS/text message** **phone** **post**

(The permissions expressed above will supersede any previously expressed permissions.)

Notes:

1. Those who become 16 during the next 12 months may complete the form, and become eligible to be entered on the roll on their sixteenth birthday.
2. The only Churches at present in communion with the Church of England are other Anglican Churches and certain foreign Churches.
3. Membership of the electoral roll is also open to members in good standing of a Church not in communion with the Church of England which subscribes to the doctrine of the Holy Trinity where those members are also prepared to declare themselves to be members of the Church of England.
4. Every 6 years a new roll is prepared and those on the previous roll are informed so that they can re-apply. If you are not resident in the parish but were on the roll as an habitual worshipper and have been prevented by sickness or absence or other essential reason from worshipping for the past 6 months, you may write 'would' before 'have habitually attended' on the form and add 'but was prevented from doing so because.....' and then state the reason.
5. If you have any problems with this form, please approach the clergy or lay people responsible for the parish, who will be pleased to help you.
6. On this form 'parish' means ecclesiastical parish.

What Is The Church Electoral Roll? Why have one?

It is your parish church's register of electors; it is the list of those qualified to attend and to vote at the Annual Parochial Church Meeting (APCM) where the elections take place for:

- a. the Parochial Church Council
- b. the parish's representatives on the Deanery Synod

Any person entitled to attend the APCM may raise any question of parochial or general church interest. By enrolling you become a voting member of the Church of England and so help to ensure that all the Synodical councils of the Church – the parochial church council, the deanery synod, the diocesan synod, and the General Synod – are fully representative of its members. Synodical government gives an opportunity for partnerships between bishops, clergy and laity in the life of the Church. The system is intended to enable church people at every level to be in touch with the Church as a whole and to play their part in decision making. The system is also intended to ensure that the laity have their place in every aspect of church life, including its doctrine and services.

Data Protection

The completed Electoral Roll, containing only your name, will be held in the Parish Office and may be inspected by anyone who requests it.

However, we are also asking you optionally to provide additional contact details which will allow us to keep you informed of events and news from within the parish. These details will **not** be made public. Email, in particular, is a very cost effective way for us to stay in touch. We undertake to use your additional contact information only in relation to St Andrew's church matters and to keep that information secure. This information will be stored in a secure computer system to which only church staff, church officers and trustees (PCC members) have access. You retain the right to change your mind at any time.

For more information you can read our Electoral Roll and GDPR privacy notices at www.standrewsoxshott.org.uk/about/policies/.

Please return this form to your Church Electoral Roll Officer at:

St Andrew's Church, Oakshade Road, Oxshott, LEATHERHEAD, Surrey, KT22 0LE.