

# Mendip Community Credit Union

**CONFIDENTIAL**

## Volunteer Registration Form

Volunteer First name: \_\_\_\_\_ Volunteer Last name: \_\_\_\_\_

Volunteer Address: \_\_\_\_\_

Town: \_\_\_\_\_ Post code: \_\_\_\_\_

Telephone number (day): \_\_\_\_\_ (eve) \_\_\_\_\_ mobile \_\_\_\_\_

e-mail: \_\_\_\_\_.

Do you have any preferences about what you'd like to do with the credit union?  
\_\_\_\_\_

What skills/experience do you have that you feel may be relevant to our work?  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please read the notes over for information about the following question:

Have you had any criminal conviction within the past five years? **YES / NO** (no details are to be provided on this side of the form but if **YES**, please give details on the reverse side of this form - while we will ask your referee to verify this side of the form we will not divulge any details provided overleaf.

Your signature: \_\_\_\_\_

Date: \_\_\_\_\_

***Our insurers also require us to ask for the following information:***

*Full record of work or other experience over the last four full years, including any periods of unemployment/ benefit, etc. (Note there must be NO gaps – please continue on back if there is not enough space below):*

<i>Dates</i>	<i>employer/benefit/other activity</i>
_____	_____
_____	_____
_____	_____
_____	_____

*Name, address and phone number of 'a responsible individual' – not related to you – who has known you for the period above and who can verify your statements:*

Name: \_\_\_\_\_ Position: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Post Code \_\_\_\_\_ Telephone \_\_\_\_\_

Details of convictions (date, offence, court) should be given on this page.

The strictest confidence and security will apply to the information given. The volunteer co-ordinator may consult only other directors of the credit union about the declaration by the prospective volunteer in the light of the duties envisaged.

### Volunteers

Prospective volunteers with convictions in the **five years** prior to their application for an offence such as fraud, dishonestly, theft or similar would not be allowed in any position where they might be required to handle, have access to or be responsible for money. Given the primary nature of credit union business this means it is possible that we would be unable to offer the person regular volunteering opportunities.

Convictions for other offences in the five-year period will be considered in relation to their severity and relevance to the volunteering duties envisaged.

### Directors

Anyone who has had a conviction, **at any time**, for fraud, dishonesty or theft is disbarred from becoming a DIRECTOR of a credit union. Prospective DIRECTORS require the approval of the Financial Services Authority before they take up duties and the FSA has access to Criminal Records Bureau records (formerly Police Checks). Other offences, whether spent or not will be treated by the FSA as for other volunteers.

Date	Offence	Court	Penalty

### Employment History continued from front page

<i>Dates</i>	<i>Employer/benefit/other explanation</i>