



Full name & address :		Telephone Number :	
		Email address :	
		Date of birth :	
Total number of years employed in Group:		From Year :	To Year :
If you were not employed by the Group, please give your relationship to the individual who was.		Name: Relationship: Date of his/her birth: Which part of the Group?: Years of service From: To:	
Do you live alone? Yes/ No			
If 'No', please give details of all occupants including any dependant children and their ages			
Please give details of net Monthly Income:		Assets:	Self Spouse/Partner
Bank pension	£	Value of house, if owned	£ £
State retirement pension	£	Cash deposits	£ £
Allowances/ Pension Credits	£	Other savings	£ £
Other earned income	£	Value of other investments	£ £
Other unearned income	£		
Spouse/partner income	£		
Amount Required?		Liabilities:	Self Spouse/Partner
For What Purpose?		Rent/ Mortgage	£ £
Can you make any contribution? Yes/ No		Credit/ Store Cards	£ £
If so, how much?		Other	£ £
Please give details of any previous applications to the benevolent fund:			
How did you hear about the benevolent fund?			

Please enclose:

- a) Evidence of Bank Pension, a recent Pension Advice Slip or P60, which will be returned to you.
- b) a letter giving any additional information, including state of health, which you may feel supports the Application.

At least two competitive quotes should also be included for amounts over £750.

The Trustees reserve the right to request further details of income and expenditure if considered necessary

Signed

Dated

The completed application form and documents must be sent to: Linda Webster, RBS GPA Benevolent Fund Trustee, 10 Gardiner Road, Edinburgh, EH4 3RR, or emailed to rbsgpa.benfund.trustees@gmail.com.

GDPR May 2018. For the purposes of the Act, the GPA is the Data Controller of any information held about you. The information which you give on this form will only be used by the Benevolent Fund for the purpose of administering the Fund and to enable the Trustees to carry out its objectives.

Please read carefully the information below before submitting the Application Form.

Royal Bank of Scotland Group Pensioners' Association Benevolent Fund Data Protection Notice to Benevolent Fund Applicants

Purpose of this data protection notice

This notice sets out the basis on which The Royal Bank of Scotland Group Pensioners' Association Benevolent Fund ("we", "us") shall process the personal information provided by you pursuant to the foregoing Application and the personal information we subsequently collect about you in connection with your ongoing membership.

Please read the following carefully to understand our views and practices regarding your personal information and how we will treat it.

By completing the Application, you are accepting the practices described in this notice.

About us and how to contact us

We are the controller for the purposes of data protection legislation in respect of the personal information that we hold for you. If you have any questions, comments or requests regarding your personal information you can contact/ notify us at rbsgpa.benfund.trustees@gmail.com, or at 10 Gardiner Road, Edinburgh, EH4 3RR.

Questions, comments and requests regarding this notice are welcomed and should be addressed to Linda Webster using these contact details.

If you are unhappy with how we handle your personal information, you can contact us and/ or notify the Information Commissioner's Office (ICO) by calling their helpline on: 0303 123 1113.

Use of your personal information

We will use your personal information to consider whether you are eligible for financial assistance from the Fund. We will use your personal information to contact you in relation to your Application and, where your Application has been successful, to provide you with the financial assistance requested and to follow up with you in relation to the financial assistance you have received.

Legal basis for processing personal information

We will process your information on the basis that you have consented to the processing by signing the foregoing Application.

Sharing your personal information

We may share your personal information with a regulator or to otherwise comply with the law.

How long will we hold your information for?

We will not hold your personal information for any longer than is necessary for the "uses" outlined above unless we are required to keep your personal information to comply with the law and any regulatory requirements.

European Economic Area

We will not transfer your personal information outside the European Economic Area without informing you beforehand. Unfortunately, the transmission of information via the internet or post is not completely secure. Although we will do our best to protect your information, we cannot guarantee the security of your information posted to us or transmitted to our site: any transmission is at your own risk. Once we have received your information, we will use procedures and security features to try to prevent unauthorised access.

Your rights

You have certain rights in relation to your personal information. You can exercise your rights by contacting us.

- 1) You have the right to access the personal information we hold about you by making a subject access request in accordance with data protection legislation. Until 25th May 2018 we may charge a fee of £10 for any requests. After 25th May 2018 we may charge a reasonable fee where a request is manifestly unfounded or excessive.
- 2) You have the right to have your personal information rectified if it is inaccurate or incomplete.
- 3) You have the right to have your personal information deleted in certain specific circumstances.
- 4) You have the right to object to the processing of your information by us as well as the right to request us to restrict the processing of your personal information, both in certain specific circumstances.
- 5) You have the right to ask us not to process your personal information for marketing purposes. You can exercise the right at any time (including after giving consent to marketing) by contacting us.
- 6) Where you have provided your consent, you can withdraw your consent at any time by contacting us at rbsgpa.benfund.trustees@gmail.com, or at 10 Gardiner Road, Edinburgh, EH4 3RR.
- 7) You have the right to data portability (i.e. the right to receive your personal information which you have provided to us in a certain format and to transfer that to another controller) in specific circumstances.