



## New Forest Basics Bank

*God's love in action*

Registered Charity no.1150170

Data Protection Registration no: A1005807

Rear of United Reformed Church, High Street, Lymington SO41 9AG

Telephone 01590 610008

email: [info@basicsbank.org.uk](mailto:info@basicsbank.org.uk) [www.basicsbank.org.uk](http://www.basicsbank.org.uk)

### Volunteering as a Driver

#### Welcome!

New Forest Basics Bank provides food and other essentials for people in need in New Forest District whom social work agencies refer to us. Our work depends on a small team of volunteers to keep things going.

We understand that, in particular, you have access to a vehicle and would be willing to use it to deliver parcels for NFBB.

We operate from The Cabin behind the United Reformed Church on Lymington High Street (next to Elliott's and opposite Boots). We are open on Tuesday, Wednesday and Friday mornings from 10 am to 12 noon.

Confidentiality and team work are essential.

Delivering parcels usually means several hours of fairly intensive activities; some of the parcels might be quite heavy.

We ask for references for prospective volunteers as standard practice.

**To start with please fill in our Volunteer Driver Application Form.**

**You may also wish to fill in our general Volunteer Application Form which gives you the opportunity to suggest other aspects of our work that interest you and where you can share your skills.**

You might also like to join as a Member either as an individual or representing an organisation that form is on our website. There is no charge for membership. Being a member gives you a voice and a vote at the Annual General Meeting.

**Please print sign and send back the forms by post or by hand to our office.**

**THANK YOU - we look forward to hearing from you!**

Lance Parker, Secretary NFBB

**New Forest Basics Bank (NFBB)**

Registered charity no.1150170

Data Protection Registration A1005807

**Volunteer Driver Application Form 2016/17**

Surname: \_\_\_\_\_ First name(s) \_\_\_\_\_

\*Male/Female

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

Postcode: \_\_\_\_\_

Email \_\_\_\_\_

Telephone, Home: \_\_\_\_\_

Mobile: \_\_\_\_\_

May we contact you at work? \*Y/N. If yes, telephone, Work: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

What days/times are you available? \_\_\_\_\_

If you have access to a vehicle, would you be willing to use it to deliver parcels for NFBB? \*Yes/no  
If yes, please check that your motor insurance covers you to use such vehicle to deliver parcels for NFBB.  
And, do you have a clean, current full UK driving licence? \*Yes/No.

I confirm that I have informed the Insurer of the motor vehicle that I will use to deliver parcels for NFBB, that I intend to carry out voluntary driving from time to time for NFBB and will use that motor vehicle to carry food items and possibly passengers. I have subsequently received written confirmation from that Insurer that my existing insurance policy covers me for such voluntary driving.

I understand that it is my responsibility to ensure that:

1. I have a clean driving licence when driving on behalf of NFBB. Accordingly I will let you know if and when any sanctions are endorsed on my driving licence;
2. The vehicle that I use for my voluntary work for NFBB is safe, legal and has been properly maintained and serviced and, when necessary, has a current MOT certificate;
3. The appropriate vehicle tax has been paid for the then current period of use; and
4. I do not drive on behalf of NFBB if I have any illness, disability or other impairment which may affect my ability to drive.

Do you have any disabilities, medical or special needs or extra support that we should be aware of when organising volunteering? \*Yes/No.

If yes, please give details.

*\*Please delete one*

*alternative as appropriate*

**Disclosure of Criminal Convictions**

Have you any criminal convictions other than any which are 'spent' under the Rehabilitation of Offenders Act 1974?

I have no unspent convictions

I attach details of unspent criminal convictions in a sealed envelope

*Please tick one alternative as is appropriate*

**Data Protection**

New Forest Basics Bank (NFBB) gathers and holds personal data which may be used for administration (including recruitment, personnel, equal opportunities monitoring, records and statistical analysis), and communications (including the Newsletter). Such data is held on a computer database or in a paper format in a secure area. It may also be used for the prevention and detection of fraud and crime or any other reason required by law. NFBB will not disclose or share personal data with any third party without consent unless required by law.

**Please tell us about any other volunteer work you have been/are involved with and for how long plus your skills, experience or qualifications:**

Please give the name

**of someone we should contact in the case of an emergency:**

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

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

Telephone: \_\_\_\_\_ Mobile \_\_\_\_\_

Relationship to you: \_\_\_\_\_

**Please supply the names and addresses of TWO (2) referees we may contact:**

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

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

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

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

Telephone: \_\_\_\_\_

Telephone: \_\_\_\_\_

Mobile: \_\_\_\_\_

Mobile: \_\_\_\_\_

Relationship to you: \_\_\_\_\_

Relationship to you: \_\_\_\_\_

**Declaration**

I understand and agree that my data contained in this application form, and any other data which I may agree to give NFBB from time to time will be used and held as set out in the Data Protection section above. I confirm that the information I have given is correct and complete and that any false statements or omissions may result in my voluntary services for NFBB being terminated. I confirm that I have read and understood the NFBB Guidelines for trustees, members and volunteers and agree to comply with its provisions and my obligations thereunder.

Your Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

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