**Sadhu Gupta and the Rotary Club of Gourock Young Citizens Award**  
Please read the Privacy Notice overleaf before completing this form. By signing this form, you confirm you have read, understood and agreed to the contents of the Privacy Notice.

For Admin use

Application No

|  |  |
| --- | --- |
| **Nomination For** (please tick)**:**  Young Citizen Award | **Individual or Group Nomination** (please tick)**:**  **I**ndividual  Group |

|  |  |
| --- | --- |
| Nominee/Group Name and Group Contact: (**please type or use CAPITAL letters**) | Age/Age Range on 31st Aug 2021: |

**Nominee/Group Contact Details**

**(only to be completed by Nominee/Group Contact if they are 18 years of age or over at the time of signing this form and legally eligible to give consent)**

|  |  |
| --- | --- |
| Nominee/Group Contact Email: | Nominee/Group Tel No: |

**Parent/Guardian** **Contact Details  
(only to** be completed **by Parent/Guardian if Nominee/Group Contact is a minor, under the age of 18 years of age at the time of signing this form)**

|  |  |
| --- | --- |
| Parent/Guardian’s Email: | Parent/Guardian’s Tel No: |

**Rotary Details**

|  |  |
| --- | --- |
| Nominated by Rotary Club of: | District Number: |
| Rotarian Contact Name: | Email: |
| Tel No: |
| Rotarian Address:  Postcode: | |
| Please note that, in accordance with the Rotary International in Great Britain & Ireland privacy notice, the Support Centre will hold your personal information for the purpose of processing and dispatch of certificates and that this information will be destroyed, along with all other documentation, by 7th August 2023. | |

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| **Completed form must be returned by 28th September 2022:**  The preferred format for entries is **electronic format** and should be emailed to Norman Pettigrew: [normanpettigrew@gmail.com](mailto:normanpettigrew@gmail.com)  For postal entries, send to Secretary John Taylor 2B Lilybank Road Port Glasgow, Renfrewshire, PA14 |

**Nominees under the age of 18 when this form is completed or who are 18 years of age and over but not legally eligible to give consent, must get a parent/guardian signature to give permission for the following (if the Nominee is 18 years of age, and legally eligible to give consent, when this form is completed, they are giving permission themselves):-**

a. for the named Nominee/Group to take part and be identified in the award.

b. for the information on this form to be used and shared in accordance with the Privacy Notice with appropriate competition/award organisers

at each stage.

c. for Rotary, District or Club Public Relations Officers to make contact with the parent/guardian/Nominee/Group Contact (where over 18 years

of age) to discuss public relations opportunities.

d. Where the nomination is for a group, this form and the privacy notice therein covers the details for the group contact only, it does not cover

other individual members of the group.  Before using any information relating to other group members appropriate consent must be obtained.

Please tick here if you consent to Rotary GB&I contacting you about any of our activities that may be of interest to the Nominee(s) – where the Nominee is under the age of 18, this contact will be made via the parent/guardian.

By signing this form, you are also acknowledging that you have read and agree to the Privacy Notices referred to on the reverse of this form in respect of the use of personal information.

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| --- | --- | --- |
| **\*Parent/Guardian/Nominee (Print Name):** | **\*\*Signature:** | **Date:** |

*\*delete as appropriate \*\*Nominee may only sign this form if they are 18 years of age and over and legally eligible on the date the Nomination Form is signed*

Sadhu Gupta and the Rotary Club of Gourock Young Citizens Award

**Privacy Notice – Youth Competitions/Awards**

*[For the purpose of this privacy notice, Rotary International in Great Britain & Ireland (Rotary GB&I) also includes Rotary clubs and districts and their members. The use of the term ‘you’, ‘your’ also means that of your child where the competition/award Nominee is a minor, i.e. under the age of 18 years or 18 years of age and over but not legally eligible to give consent].*

Members of Rotary International in Great Britain and Ireland (“we”) value the trust you put in us to process your personal information and will always be open and honest about the information we collect and how we will use it. We will never do anything with your personal information that you wouldn’t reasonably expect us to in relation to the Youth Competitions/Awards and we will always take every effort to protect your privacy.

The Rotary GB&I Privacy Notice is available on our website, [www.rotarygbi.org](http://www.rotarygbi.org/privacy-policy/), and explains how we collect, process and share personal information. This ‘Privacy Notice – Youth Competition/Awards is supplementary to the general Rotary GB&I Privacy Notice and explains in more detail how you can expect your personal information to be specifically used in relation to the Youth Competition/Award events.

**How we use your personal information for Youth Competitions/Awards**

1. We are collecting your personal information (and that of your child if a minor, or not legally eligible to give consent) for the organisation and administration of the Youth Competitions/Awards only, it will not be used for any other purpose.
2. Club, District or Rotary Public Relations Officers may use your personal information to make contact with you to discuss public relation opportunities and will gain your specific consent at that time for the use of your information, such as photographs/interviews for newspaper articles, club or district websites etc. Where the nominee is a minor, or not legally eligible to give consent, only the parent/guardian will be contacted.

**Providing your personal information to others for Youth Competitions/Awards**

1. The personal information will only be shared with others that require it for their role/the services they provide for the organisation and administration of the Youth Competition/Award events. Initially, this will be at club and/or district level. But should the nomination be identified as a winner, the information will also be shared with those relevant presentation organisers. Where the nomination is for a group, this form and the privacy notice therein covers the details for the group contact only, it does not cover other individual members of the group.  Before using any information relating to other group members appropriate consent must be obtained.
2. Depending on the Youth Competition/Award, it may be necessary to share some of your information with third parties such as providers of venue hire and catering services. Under such circumstances only the minimum amount of information for the third-party service will be provided, i.e. for caterers, only the name and allergy/special dietary requirement will be disclosed, no other information.
3. Those individuals and organisations that have access to the personal information are also bound by the Rotary GB&I Privacy Notice.

**Retaining and deleting your personal information**

1. All reasonable steps will be taken by those concerned to ensure the personal information they have access to be kept securely and will not be shared with anyone who does not have a legitimate reason to have access to it in relation to the organisation and administration of the competitions/awards.
2. For all Youth Competitions/Awards, personal information will be kept on file for 3 months after the date of the award presentation ceremony. After this date, the information will be securely destroyed (either by shredding, incineration or deletion from electronic devices) at club, district and at the Rotary Support Centre. This timeframe is necessary to allow for any disputes to be settled before the personal information is destroyed.
3. The exception to 7 above, is where consent has been given for Rotary to make contact regarding relevant activities which may be of interest to Nominees.

By signing the front of this form, you are acknowledging that you have read and agree to the Privacy Notices in respect of the use of personal information for yourself (and your child, where appropriate).

As the nominating Rotary club, please explain (briefly) on the continuity sheet why you have made, or are happy to endorse, this nomination. Please include any information on the nominated person/group which demonstrates evidence of ‘good citizenship’ related to this nomination. The nomination should be associated with a current project and should state how the young people are actively involved in the project and engaged in ‘acts of citizenship’.

Please attach any photographs, newspaper articles, etc. that usefully support the nomination but don’t rely on newspaper items as the only evidence of work done by the nominee.

Information can include endorsements/statements from the young people’s school or from organisations or people who have benefitted from their help, charity numbers, schemes which are up and running and speaking to those involved. Also obtaining statistics, financial figures if relevant, etc. The nominee can also produce a video of his/her work/project as part of the application, use of a mobile phone is acceptable.

**Rotary will maintain future contact via email.**

**SADHU GUPTA AND THE ROTARY CLUB of GOUROCK YOUNG CITIZEN 2022**

**Nomination Form** – continuity sheet

**Name of Nominee:** …..…………………………………….

Please give an outline as to why the nomination is made – if possible, in a typed format