



Associate Member Registration Form

In order to access our support services, treatments and/or therapies we need you to provide us with some personal and health related information. This is important as it enables us to assess your individual needs and provide you with the most appropriate and suitable services.

Title:		First Name:			
Last Name:				DOB:	
Full Address (inc Postcode):					
Tel. No.:			Mobile:		
Email:					
I am happy for correspondence to be emailed			Yes <input type="checkbox"/>	No <input type="checkbox"/>	

How would you travel to the Centre?				
Car <input type="checkbox"/>	Public Transport <input type="checkbox"/>	Taxi <input type="checkbox"/>	Community Transport <input type="checkbox"/>	Other (specify) <input type="checkbox"/>

How did you hear about the Centre?		
Friend/Family <input type="checkbox"/>	Internet Search <input type="checkbox"/>	Health Professional <input type="checkbox"/>
Other, please specify:		

I wish to become an Associate Member/renew my membership of Kent MS Therapy Centre.			
Full Annual Membership Contribution	£34	Half year (1 July onwards)	£17

Sign-up by Direct Debit is the easy way to pay – speak to the Reception Team for more information.

Please complete and sign this form acknowledging that you have read and accept our Membership Agreement overleaf.

Kent MS Therapy Centre Bradbury House, Merton Lane North, Canterbury CT4 7DZ
T: 01227 470 876 E: info@kentmstc.org www.kentmstc.org

Kent MS Therapy Centre

Every Member of the Centre should agree with the following statements:

Benefits of Membership:

1. Following assessment and discussion regarding the Member's specific needs, Members are eligible to attend the Centre for social and therapeutic purposes, and to make use of the facilities available to them at the Centre.
2. An MS Member has the right to attend and vote at the Annual General Meeting, an Associate Member has the right to attend, but no right to vote, except in the case of someone co-opted onto the Board of Trustees.
3. Members will receive a Newsletter 3-4 times a year (via email, to keep costs down, if we have a valid email address, otherwise by hand or post).
4. Use of facilities, therapies, and complementary therapies will be at the discretion of qualified therapists and/or the Support Manager.
5. Members' dignity and rights to privacy are respected at all times – everyone as Kent MS Therapy Centre has the right to be treated in a sensitive, professional and caring manner.

What does it mean to be a Member of the Centre?

1. The Centre is based on the principle of self-help, and exists to provide the therapies and support that you decide are important and of benefit.
2. The Centre is entirely self-funded and costs IRO £570,000 per year to provide the therapies, services and support we all value. Members and their families are encouraged to promote and show support for the Charity by contributing their time to fundraising and profile-raising activities.
3. It is vital that annual membership fees are paid on time and we encourage Members to set up an annual direct debit for 1st January.
4. In the event of the Company being wound up, as a Member you agree to pay a sum not exceeding £1 towards any outstanding debts, in accordance with the Company's regulations.
5. If you are unable to attend a booked therapy, class or other session, please give as much notice as possible. Late cancellation (less than 48 hours) may attract a cancellation fee.

I have read and agree to the statements above and confirm my understanding of the KMSTC Privacy Policy.

Signed:.....

Print Name:.....

Date:

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Patron: Frank Brake
Registered Charity Number 801382 Registered Company Number 23339750

Privacy Policy

Updated: May 2018

The Kent MS Therapy Centre (KMSTC) is a registered charity, number 801382. This privacy policy explains how we use and protect any personal information that you give us.

KMSTC is committed to ensuring that your privacy is protected. Should we ask you to provide certain information by which you can be identified you can be assured that it will only be used in accordance with this privacy statement.

Please read the following carefully to understand how we will treat your personal data. **This policy may change and you should check the website from time to time to ensure you understand the changes.**

We may notify you of changes to this policy by email.

What we collect

We may collect the following personal information when you voluntarily complete requests for services, for example Membership applications, therapy assessments, on the website, on social media, or in person, for example on the phone or in the Centre. Personal data might include:

- name and address
- contact information including email address
- demographic information such as postcode, preferences and interests
- other information relevant to customer surveys and/or offers
- sensitive data, such as bank details and medical history, required for the collection of donations and provision of therapies

In addition, we may collect information you provide to us about other individuals, such as information related to emergency contacts.

What we do with the information we gather from Members

We process this information for our legitimate interests in order to understand your needs and provide you with membership services, and to meet contractual obligations. In particular for the following reasons:

- To keep you informed about services offered to Members at the Centre, including booking information for therapies
- To engage third parties, such as therapists, where we have retained them to provide services that you have requested
- To let you know about changes to the Centre facilities, for example when weather or other unplanned events force us to close at short notice
- To enable us to collect annual Membership fees
- To improve our customer service and to make our services more valuable to you
- To send you details of reports, promotions, offers, networking and events and general information which we think might be of interest to you
- To answer your questions and enquiries
- To inform third parties, regulatory or law enforcement agencies if we believe in good faith that we are required by law to disclose it in connection with the detection of crime, the collection of taxes or duties, in order to comply with any applicable law or order of a court of competent jurisdiction, or in connection with legal proceedings
- To carry out our obligations arising from any contracts entered into between you and us

We will use email as the default communication method where available as it is most cost-effective, but we will use phone and SMS where it is most appropriate (e.g. for appointment

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changes/confirmations). If you prefer to receive post rather than email you can register this preference by contacting the Centre.

Where we process your personal information for our legitimate interests, we make sure to consider and balance any potential impact on you (both positive and negative), and your rights under data protection laws.

We seek confirmation from third parties that they are compliant with the GDPR 2018 and can be trusted to act responsibly when personal data is passed to them.

Your specific consent is sought for the processing of medical history data when assessments for therapies are carried out.

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