



# DIRECTORS GUILD APPLICATION

## Student Membership

### Part 1/2

#### STUDENT MEMBERSHIP REQUIREMENT

Student membership is for students in full-time education and on a course with directing interest.

#### ENTITLEMENTS OF STUDENT MEMBERSHIP

- Monthly e-newsletters and mailings provide insights into the contemporary working practices of British directors and keep you informed of current debates within the industry, our own forthcoming events and workshops and other suitable events and schemes;
- Opportunity to participate in Directors Guild seminars and workshops and attend selected events;
- Advice from the Office on wider directing issues;
- Selected external benefits and discounts

#### APPLICATION FORM

This form consists of 2 parts: Application & payment form on pages 1 and 2; and Data Protection notice page 3. If you have any queries or difficulties when completing this form, do not hesitate to contact the Membership Department 020 8871 1660. Please complete both pages clearly in block capitals, and send to **Membership Department, DGGB, Studio 24, Royal Victoria Patriotic Building, John Archer Way, London, SW18 3SX**

#### APPLICATION PROCESSING

Once your application has been received and approved, and we have received your payment, you will receive your membership card and a receipt for your payment. The welcome pack will be sent to you within 2 weeks after payment has been received by the DGGB.

### 1. MEMBERSHIP FEE

#### SUBSCRIPTION PERIOD & FEE

Student membership is for a period of **12 months**, valid from date of acceptance of application. The standard fee is **£25.00**. If your college or Department is an Educational Group Member of the DGGB you are entitled to a 20% discount on your annual fee (£20.00).

- PLEASE INDICATE:**
- STANDARD FEE £25.00
- EGM FEE £20.00: If your college or Department is an Educational Group Member of the DGGB you are entitled to a 20% discount on your annual fee

### 2. CONTACT & COMMUNICATION DETAILS

#### PLEASE COMPLETE & INDICATE:

NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY: \_\_\_\_\_

COUNTY: \_\_\_\_\_ POSTCODE: \_\_\_\_\_

COUNTRY: \_\_\_\_\_ PHONE NUMBER: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

COURSE \_\_\_\_\_

EDUCATIONAL ESTABLISHMENT \_\_\_\_\_

→ I WISH TO RECEIVE EMAIL COMMUNICATIONS FROM THE GUILD YES  NO

PLEASE CONTINUE OVERLEAF

### 3. FEE & PAYMENT

#### **FEE STRUCTURE:**

Your fee includes £10 for your membership card and the remainder as a Gift Aid donation to the Directors Guild Trust. Your membership card will show that you are a member of the Directors Guild Trust.

#### **PAYMENT: PLEASE TICK ONE OF THE FOLLOWING METHODS**

- CHEQUE**  
Please make payable to **Directors Guild Trust** and send with this form to:  
DGGB Membership, Studio 24, Royal Victoria Patriotic Building, John Archer Way, London, SW18 3SX
- CREDIT / DEBIT CARD**  
We will call you to process payment upon acceptance of your application.
- BACS / INTERNET BANKING**  
Using the reference [**your surname**]/**student/dgt**; Sort Code: 56-00-14 A/c: 00129518  
Please return this form to DGGB Membership, Studio 24, Royal Victoria Patriotic Building, John Archer Way, London, SW18 3SX

### 4. GIFT AID

**GIFT AID:** We value your membership highly, and appreciate if you are a student on a low income. If you receive an income on which you pay tax (above the Single Persons Tax Allowance) then you are able to tick the Gift Aid option. Gift Aid donations from individuals allow the Guild to claim a further 25p in the pound from the government. For the Guild to be able to reclaim tax on an individual's donation, you must have paid income tax (and/ or capital gains tax) If you are able to tick the Gift Aid option, please do so below.

- I am a UK taxpayer and I wish the Directors Guild Trust (Registered Charity No 326673) to treat the above amount (less £10 for membership card) as GIFT AID.

Please complete all 4 sections of this form, sign and return with the signed Data Protection Notice and your remittance or payment details to: **Membership Department, DGGB, Studio 24, Royal Victoria Patriotic Building, John Archer Way, London, SW18 3SX**

**SIGNATURE:** \_\_\_\_\_

**DATE:** \_\_ / \_\_ / \_\_\_\_

**Thank you.**

PLEASE CONTINUE OVERLEAF

**DIRECTORS GUILD PROFORMA DATA PROTECTION NOTICE**

**FINALLY: Please read this PROFORMA DATA PROTECTION NOTICE and sign the form below.**

The Directors Guild Trust and the Directors Guild of Great Britain collect and maintains personal and company information in order to carry out their functions as charity/professional organisation, provide membership services and comply with statutory obligations. All personal information is treated with the utmost confidentiality and with appropriate levels of security. The Guild recognizes its responsibility for protecting the privacy of personal and company information. All such information is protected under the Data Protection Act 1998 and all other applicable legislation.

The personal data will be used for a range of activities relating to the running of the Guild including the maintenance of records. All information (updated as appropriate) will be kept throughout membership and, to the extent necessary, for such reasonable period after membership as may be necessary to enable the Guild to maintain contact unless otherwise requested;

Personal data will be available to only our employees and to the public in the limited form (home and/or office or agent) you have stated on your membership form, for the Directory of Members, website search and for requested contact purposes only. We will never pass on your personal data under any other circumstances nor will we sell this information.

From time to time we will use your information for internal marketing and research purposes. This may benefit you by allowing us to negotiate attractive terms and a wide range of additional member benefits, and to contact you with details of any that we feel may be of particular interest. Please understand that if you do not allow us to process information on your behalf this may preclude you from receiving details of any of these additional member benefits and offers in the future. We may also use aggregated and fully anonymized data; this is of use to the Guild and to external parties for research purposes.

Under the Data Protection Act 1998 you have the right to ask for a copy of your information (for which a small fee may be charged) and to request correction of any incorrect information held. Failure to update incorrect information may result in being used as outlined above, for which the Guild cannot hold any responsibility.

This notice may be amended from time to time and will be published with all membership forms and on the Guild website. Any questions or comments about our administration of data may be sent by email to [info@dgggb.org](mailto:info@dgggb.org).

I AGREE TO ALLOW THE GUILD TO USE MY PERSONAL DATA AS OUTLINED

Please sign here \_\_\_\_\_

Please print your name here: \_\_\_\_\_

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

**WE CAN ONLY PROCESS YOUR APPLICATION IF YOU SEND US FULLY COMPLETED FORMS. PLEASE MAKE SURE YOU HAVE COMPLETED ALL SECTIONS: PART 1 (PAGE 1 AND 2) AND PART 2 (PAGE 3)**