

# 2012

## Niall Mellon Township Trust



## Refer a Friend Voucher

To be submitted with your application form.

**Please put your details here.**

Name:

Address:

Tel No.:

**Please detail below the name of the friend you are referring for the 2012 Building Blitz.**

Name:

Address:

Tel No.:



### Terms and Conditions

1. Refer a friend offer is available to anyone who signs up on the 2012 blitz and has paid their €250 deposit.
2. You can only refer a new person for the discount, it does not apply to volunteers who participated in a blitz prior to 2012.
3. Maximum amount of friends you can refer is 2 per volunteer i.e. 2 x €500 = €1,000 discount in total.
4. The voucher must be sent in with the completed application form.
5. The fundraising deadline for all volunteers (New and Veterans) is Wednesday 1st August 2012.
6. The "Refer a Friend Applicant" must be paid in full by the 1st of August for the discount to apply. On the week from 1st of August to 8th August the office will administer all discounts to relevant volunteers. From the 8th of August all relevant accounts will be updated to reflect your discount.
7. If money comes in from the "Referred Volunteer" after the 1st August 2012 the discount will not be valid.
8. If the "Referred Volunteer" cancels before the 1st August the discount will no longer apply. Cancellation policy will apply as per our normal terms and conditions.
9. If in the instance 2 veteran volunteers recruit the same "Referred Person/Volunteer", the new volunteer will be contacted by the office and they will decide who receives the discount.
10. Offer is only valid from the 1st January to 28th February 2012.
11. The discount will be applied to the referee volunteer.

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

Date: (dd/mm/yyyy): \_\_\_\_\_

# New Volunteer Application Form 2012



## 1. Your Details

FULL NAME: (as on your passport)

PREFERRED NAME: (Abbreviated Name e.g Geoffrey to Geoff)

DATE OF BIRTH: (dd/mm/yyyy)  GENDER: Male  Female

OCCUPATION:  COMPANY NAME:

PASSPORT NUMBER:  NATIONALITY:

PASSPORT EXPIRY DATE: (dd/mm/yyyy)  N.B. Your Passport must be valid at least 3 months after the trip return home date but we recommend 6 months. **Please submit 2 photocopies of photo ID page of passport with application.**

HOME ADDRESS: (All correspondence will be posted here, tickets etc.)

ADDRESS FOR CORRESPONDENCE: (if different than home)

Please state what the above address is: Work  Rental  Other (Please state)

EMAIL ADDRESS:  In order to keep our costs low, we would like to communicate with you via email. Please tick if you access your email regularly. Yes  No

HOME PHONE NUMBER:  MOBILE:

WORK PHONE NUMBER: (Leave Blank if you do not want to be contacted at work)

## 2. Medical Details

DIETARY REQUIREMENTS: (Only medical dietary requirements will be honoured on site.)

NEXT OF KIN / EMERGENCY CONTACTS: (Please list x2 people whom we should contact in the event of an emergency. You cannot give the name of someone you are travelling with.)

NEXT OF KIN 1	NEXT OF KIN 2
NAME: <input type="text"/>	NAME: <input type="text"/>
ADDRESS: <input type="text"/>	ADDRESS: <input type="text"/>
MOBILE / HOME NUMBER: <input type="text"/> / <input type="text"/>	MOBILE / HOME NUMBER: <input type="text"/> / <input type="text"/>
RELATIONSHIP TO YOU: <input type="text"/>	RELATIONSHIP TO YOU: <input type="text"/>

**DOCTOR**

NAME:

ADDRESS:

HEALTH CHECK FORM: You will receive a Health Check Form which must only be completed by your GP within 3 months of your departure date and returned to our Medical Team in our Dublin Office. Failure to complete a health check will result in your place being cancelled.

MEDICAL FORM: Complete Medical Form attached and return with your application form to go to our Medical Team in our Dublin office.

## 3. General Details

HOW DID YOU HEAR ABOUT THE CHARITY: Website  TV  Radio  NMTT Volunteer  Word of Mouth   
Google  Facebook  Twitter  Newspaper  Magazine  Online  Fundraising Event   
Ideal Home Expo.  Adventure Weekend Expo.  Women's Mini Marathon  Over 50's Show  Other

IF OTHER PLEASE STATE:

## 4. On Site Details

We have work for all on site so please don't be put off if you are not trade, we have jobs for all.

NON TRADE - PLEASE TICK HERE IF YOU ARE NON TRADE:

TRADE - PLEASE TICK BOX RELEVANT TO YOUR TRADE: Bricklayer  Plasterer  Plumber  Carpenter  Electrician   
Painter  Roofer  Gardener  If you are non trade you will be placed as a general labourer on site, painting, trade assistant etc...

## 5. Flights / Accommodation

All volunteers must take pre-booked flights by the charity no volunteer is permitted to book their own flight. If you are travelling in a group please state their names and we will try and accommodate your request but please note for logistical reasons it's not always possible to guarantee. The charity books flights based on best price solution not the fastest route, ensuring that the maximum amount of your fundraised money goes towards building houses.

FLIGHT GROUP: Please state the names of the people you wish to travel with

HOTELS: All accommodation is TWIN ROOM only we do not have any single rooms. The accommodation is purchased on twin room only for best price.

NAME THE PERSON YOU WOULD LIKE TO SHARE WITH:

ARE YOU A: Smoker  Non Smoker  (If you are travelling alone we look at your age and profile and try to match you to someone similar.)

## 6. Kit T-shirts (You will not be permitted on site if you do not wear the T-Shirt supplied.)

PLEASE SELECT YOUR SIZE: Small  Medium  Large  XL  XXL  XXXL

## 7. Donations & Sponsorship

HOW DO YOU INTEND TO RAISE YOUR FUNDS: Bag Packing  Raffle  Sponsorship Cards  Sponsored Walk  Street

Collection  Sports Event  Other (Please state)

## 8. Criminal Convictions (Please explain the nature of the crime, the date of the conviction and disposition).

HAVE YOU EVER BEEN CONVICTED OF A CRIME: Yes  No  DATE : (dd/mm/yyyy)

EXPLANATION:

## 9. Fundraising Targets (Please tick the currency which applies to you.)

CURRENCY	FUNDRAISING TARGET 2012	DEPOSIT	DEADLINE MONEY IN	TICK
EURO	€4,500.00	€250.00	1st August 2012	<input type="checkbox"/>
STERLING	£4,000.00	£250.00	1st August 2012	<input type="checkbox"/>
DOLLAR	\$6,000.00	\$300.00	1st August 2012	<input type="checkbox"/>

All volunteers must fundraise the minimum amount as above. For example if you tick Euro, you must submit a deposit of €250 along with your application form and agree to raise a minimum of €4,500 before the 1st August 2012. The same rule applies to sterling and dollars.

## 10. Deposit Payment

In order to confirm your registration you must pay a booking deposit from the amount ticked above, otherwise your place is not confirmed or guaranteed. We accept cheque, credit card and laser as payment. On receipt of payment we will forward you a receipt and confirmation pack that will include all details of the blitz along with a verification letter that you will require in order to fundraise.

Enter your card details below. Please note you do not need to include a security code for your laser card.

CARDHOLDER'S NAME:  CARD TYPE:

CARD NUMBER:  EXPIRATION DATE: (mm/yyyy)

SECURITY CODE:

**NOTE:** The Security Code is the 3 digits that appear on the back of your Visa or Mastercard.

## 11. Declaration

1. I declare that all the information provided here is to the best of my knowledge and belief, full, true and correct.
2. Should any medical issues arise between now and the date of travel, I will disclose this information to the Niall Mellon Township Trust.
3. If accepted for the Building Blitz, I agree to submit full payment of all costs at the appointed deadlines. I understand that all monies fundraised for the trip must be submitted to the Niall Mellon Township Trust. If for any reason I am no longer participating in the trip, I will submit all donated money to Niall Mellon Township Trust.
4. I have enclosed the deposit as ticked above. This payment is non refundable once a place on the trip has been accepted.
5. I agree to raise the full amount of sponsorship for the Niall Mellon Township Trust and agree to lodge this with the Charity as I receive it and no later than the 1st August 2012. Please note your name against any lodgement to our bank account.
6. I have enclosed 2 copies of the photo ID page of my passport.
7. If the participant is under 18, the parent or guardian should sign this form on their behalf. Guardians must be 25 years old or over.
8. I have read and agree to the terms and conditions (see attached).

I have agreed to all 8 points of the application as outlined above:

Signature:  Date: (dd/mm/yyyy)

Completed application form and medical form should be sent to:

**Niall Mellon Township Trust, Taylors Three Rock, Grange Road, Rathfarnham, Dublin 16, Ireland.**

Please make sure to read and sign the Terms & Conditions.

# Terms and Conditions

## DEPOSIT

A deposit must accompany your application form. Once your place is accepted, the deposit becomes non refundable and non transferable except in exceptional circumstances. The Niall Mellon Township Trust reserves the right, at its absolute discretion, to refuse your application, in which case your deposit will be returned to you. Any such refunds will be returned by regular post, unless otherwise specified and agreed.

## BALANCE OF FUNDS

Participants must raise the minimum sponsorship as per the application form . The final balance must be received on the 1st of August 2012. The Niall Mellon Township Trust reserves the right at its absolute discretion to cancel your place if the full amount due is not received on or before the date as outlined.

## YOUR RESPONSIBILITY

Participants must be between the ages of 18 and 65 to apply, be fit to work during the Building Blitz and must complete the medical questions on the application form. All applicants must obtain a full health certificate from their GP. Health Certificates will be supplied by the trust and must be only completed within 3 months prior to departure, failure to do so will result on application being cancelled. Participants must inform The Niall Mellon Township Trust of any change in their medical condition that occurs after the submission of their application, including pregnancy. The Niall Mellon Township Trust reserves the right to refuse a participant if, in their sole opinion, the participant is deemed medically unfit to take part. The Niall Mellon Township Trust, any of their associated companies, their respective officers, employees or agents cannot be responsible for any damage, loss or liability arising from a failure to disclose any information relating to the health of a participant which is material to their participation. If at any stage or for whatever reason The Niall Mellon Township Trust considers you unsuitable for the challenge, it reserves the right at its absolute discretion to cancel your registration or to cease your involvement in the Building Blitz should it have commenced. Furthermore, if you commit an illegal or unlawful act, you may be excluded from the Building Blitz.

## PASSPORT REQUIREMENTS

Participants passports must be valid for 3 months beyond the date of departure, but 6 months would be recommended. Passport control and in-country authorities will reserve the right to refuse entry.

## USE OF NAME

Participants must not use The Niall Mellon Township Trust name or their association with it, for any other purpose other than to fundraise in respect of their involvement in the Building Blitz.

## FUNDRAISING

Participants undertake fundraising activities for and on behalf of the Niall Mellon Township Trust, and as such any such funds raised and advanced to the Trust, will be retained by it and used for the purpose of facilitating its charitable works. The organization of, and/or participation in, such activities, is done so solely at the risk of the intending participant. Moreover, any authorizations, consents, insurances, required by law or otherwise in respect of such activities, are wholly the responsibility of the participant.

## INSURANCE

The Niall Mellon Township Trust provides basic travel insurance for each participant. A copy of the policy will be made available to you in advance of your departure. It is your responsibility to ensure that you are fully familiar with the cover provided by this policy and that it meets your requirements. Should you require additional cover, you are responsible for making your own arrangements for, and baring the cost of, such additional cover. In accepting your place, you understand that you are subject to, and accept, the Terms and Conditions prescribed by the insurers. Furthermore, you fully accept that neither the Niall Mellon Township Trust, any of their associated companies, their respective officers, employees or agents, have any legal responsibility for any illness or injury that you may incur during your stay in South Africa, whether such injury or illness is caused during the Building Blitz or otherwise.

## TRAVEL

All volunteers must take pre-booked flights by the charity no volunteer is permitted to book their own flight. If you are travelling in a group we will try and accommodate your request but please note for logistical reasons it's not always possible to guarantee. The charity books flights based on best price solution not the fastest route, ensuring that the maximum amount of your fundraised money goes towards building houses. Hotel accommodation will be booked by the charity, we negotiate best possible rates and our accommodation is based on a shared twin room basis. Due to the number of volunteers travelling flights may have to depart over 2 days and we will require you to be flexible in your travel. It is your responsibility to make sure you have all the travel documents you need at the time of travel: passport, tickets and travel insurance. If you don't have the right documentation you could be barred from getting on the plane and may not be entitled to a refund or travel on a future flight. The charity cannot take responsibility for people who are late for check in, forget their tickets or passport or travel with an out of date passport. It is up to you the volunteer to read all documentation carefully before you depart. Please inform the charity of your Next of Kin details for the duration of the blitz. It is your responsibility to inform the charity if the next of kin details change from the time of completing the application.

## DATA PROTECTION/CONSENT TO USE

Information you supply may be used by us, or by our agents and / or service providers, for the purposes of your participation in the Building Blitz. We may share your personal data with our agents and / or service providers, and in so doing, may transfer information containing such data outside EU territory. Furthermore, we may need to obtain sensitive data relating to you, such as information concerning your medical status. By virtue of your participation in the Building Blitz and in providing us with your personal data, you consent to all such information provided to us (including information relating to sensitive data) being so used, processed, disclosed, transferred and / or retained. Where you are providing personal data to us on behalf of another participant, you warrant and represent to us that, in respect of any such personal data which you provide, you have the authority of that participant to disclose such data to us, under the conditions and for the purpose set out above and, to give the requisite consents on behalf of any such participant. Should you submit to us, photographs taken during your participation on the Building Blitz, or write to us about your experiences on the Building Blitz, you consent to such photographs and/or correspondence being used, and/or retained by the Niall Mellon Township Trust. In giving such consent, your right of ownership to such Intellectual Property remains unaffected. By signing the application form, you are confirming that you have read and understood the Terms and Conditions and to the best of your knowledge, your general state of health is good and that you take full responsibility for yourself.

## CANCELLATION

In the event that an intending participant is unable, for whatever reason, to participate in the Building Blitz it is understood that any sums submitted in respect of such participation will be retained by the Niall Mellon Township Trust exclusively for its benefit. The Niall Mellon Township Trust may, at its absolute discretion, offer any such participant a place on a future Building Blitz. In such circumstances any monies raised by the said participant in respect of the initial Building Blitz, may at the absolute discretion of the Niall Mellon Township Trust, be offset against their fundraising requirements in respect of such future Building Blitz programme, less any expenses incurred up to the date of cancellation.

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

Date: (dd/mm/yyyy): \_\_\_\_\_

# Medical Application 2012 for ALL volunteers.



This information will be treated as totally confidential and is for the medical team only.

<b>Volunteer Name:</b> (Please State Your Name)	Contact Number:
--	-----------------

Date of Birth:            /            /	Normal Occupation:
--	--------------------

Any time off work for medical reasons in last 5 years:  
 Yes     No  
 If you ticked yes please explain

Vaccinations in last 10 years, please include dates:  
 Yes     No  
 If you ticked yes please explain

Full details of all current medication:  
 Not on current Medication  
 Yes on current Medication  
 If you ticked yes please explain

Exercise taken on a regular basis?    Yes     No

Have you had or do you have any of the following? Please tick the relevant box and give **FULL** details if yes.

	Yes	No	If you ticked yes please explain
Any admissions to hospital?			
Have you seen a doctor in the last 12 months?			
Are you waiting for any appointments with specialists?			
Are you waiting for any investigations/results?			
Fits, fainting, blackouts, epilepsy?			
Migraine or recurring headache?			
Mental ill health, or breakdown?			
Heart or circulation problems?			
High blood pressure?			
Eye disease?			

	Yes	No	If you ticked yes please explain
Ear Disease?			
Skin problems?			
Any blood disorders eg; anaemia?			
Asthma, bronchitis or severe chest condition?			
Diabetes?			
Gastric or duodenal ulcer?			
Any bowel disorder?			
Jaundice?			
Kidney or bladder problems?			
Arthritis, joint problems or muscular disorders?			
Back trouble including prolapsed disc?			
Allergies to drugs?			
Any other allergies?			
Anything else you think we should know?			

Have you been on a Building Blitz before? When and in what role?

FAILURE TO GIVE FULL DETAILS MAY JEOPARDISE YOUR ACCEPTANCE ONTO THE BLITZ AND VOID YOUR INSURANCE COVER. MEDICAL ADVICE MAY BE SOUGHT FROM YOUR DOCTOR

In case of an emergency please contact:

Contact Name 01:

Phone Number:

Relationship to You:

Contact Name 02:

Phone Number:

Relationship to You: