

Membership Form

A. Personal Details

Southampton City Mission is the data controller for the Marketplace project and collects and processes your name, date of birth, address, phone number, the number of people in the family unit and email address.

We collect this information in order to run the membership scheme that is essential to the Marketplace operating and to check that you are eligible to access the SCM Marketplace within our fair use policy, so that the service can be run fairly for the benefit of everyone who needs to use it. As such this is a legitimate interest.

We will not share your personal information with anyone else without your consent, unless required to do so by law.

As part of your membership pack we will give you a copy of our Data Protection & Privacy Policy for you to read on your 1st visit. If you would like a copy before please email us at saintmarysmarketplace@southamptoncitymission.co.uk.

Please complete **ALL** of the following sections:

Title		Name		Surname	
DOB		Email			
Address					
					Postcode
Landline Number			Mobile Number		
Preferred Languages					

B. Proof of Address (Please bring one of the below along to show us on your first visit)

Bank Statement	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Driving License	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Official Letter	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Passport	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Other:	<input type="checkbox"/> Yes	<input type="checkbox"/> No

C. Confidentiality

Anything you tell a member of the The Marketplace Team will remain confidential and secure unless:

- * There is a specific legal requirement, where to hold back information would lead to prosecution.
- * There is an ethical duty for the team to do so, for example to avoid serious harm to yourself or another person, including the safeguarding of children or vulnerable adults.
- * A volunteer needs guidance from the team, in which case you would remain anonymous.

Photo & Video Consent. Marketplace would like to take photographs/videos, to be used in promotional material. The purpose of this promotional material is to provide information about our project. Your image may be used for our marketing ie: printed media, social media, funding applications and on our website, hosted by Southampton City Mission.

Yes

No

D. Marketplace Membership

The aim of The Marketplace project is to provide fresh, affordable, healthy food for people in the SO14 area (Membership is awarded on a first come first served basis), and create an inclusive, supportive environment and to work in ways that support your independence and your journey towards wellbeing.

We are a membership project which means we work with the members in shaping and growing the project and would welcome your collaboration and participation in the project. We value your input and feedback as your voice and views are very important to us. If you aren't happy with the service you receive from the Marketplace or have concerns about any aspect of the project, please speak to a member of the Team or contact the SCM Office through office@southamptoncitymission.co.uk or on 02380 550435.

Marketplace agrees to: -

1. Provide a safe place in which you can take part in the project activities.
2. Do our best to source 15 items of fresh, affordable, healthy food for you per visit.
3. Treat members with kindness, dignity, respect, acknowledging differences in culture, faith, personality and respecting individual views and feelings.
4. Get to know you and support you as part of the community. We hope to be able to let you know about other groups or projects that you may be interested in, these may be outside or inside of the Marketplace project.
5. Provide weekly Marketplace sessions on Thursdays at Saint Mary's Church.
6. Provide opportunities for you to participate in, bringing your skills and gifts to the project.
7. Marketplace will comply with current COVID regulations.

PLEASE NOTE:

- * Items available may vary from week to week due to availability from our suppliers
- * To ensure fairness to all, some products may be limited to 1/customer
- * There is no guaranteed availability of any item each week.
- * The Marketplace may stock items that have passed their best before date. Best Before dates are about quality not safety. When this date has passed it doesn't mean that the item will be harmful but it may begin to lose texture/flavour.

As a Member you agree to:

1. Make regular use of your membership to benefit you and your household. Should you not attend for 3 months, this may result in your membership being put on hold.
2. Each time you attend to give your membership fee (£5/week) to a member of the team.
3. Bring your own bags for the food.
4. It is your responsibility to ensure that you check food ingredients for any intolerance or allergies that you or your household may have. (When we receive unlabelled items; The Marketplace will try their best to provide a list of ingredients on a separate sheet).
5. Take part in member reviews after 3 months and thereafter every 6 months as part of your membership.
6. Comply with our COVID Health and Safety procedures to keep you and others as safe as possible. This will include wearing a mask/visor during the sessions, sanitising hands and remaining socially distant.
7. Not arrive at the Marketplace under the influence of drink or drugs (and not to bring any drugs for non-medical purposes into the building.)
8. Treat other members, staff and volunteers with kindness, dignity and respect.
9. Talk to a Member of the Team if you are struggling with any aspect of the project. You have the right to contact the Project Leader if you are unable to resolve the issue with a team member.
10. Marketplace reserving the right to cancel or refuse membership. Examples may include if you move out of the catchment area, you are abusive to staff/volunteers or if you sell on Marketplace items to a third party.
11. Children will remain the parents/guardians responsibility throughout the duration of your visit to the Marketplace.

E. Health & Safety

Although we will do our best to make sure the environment is safe, The Marketplace cannot be held liable for injury to yourself whilst attending any of the activities of this project or for loss or damage to your property during your attendance unless this is due to our negligence or failure under the law. The Marketplace will adhere to Southampton City Mission's Health and Safety policy. First aid kits are available on the premises (Saint Mary's Church) and a regular risk assessment in place to keep you and others safe.

Do you have any allergies, dietary requirements, disabilities or medical conditions that we need to be made aware of so you can use the Marketplace safely? (You do not need to tell us everything, only where you feel appropriate with the use of the Marketplace).

Yes

No

If you answered Yes to ANY of the above questions, please give details here:

Please provide the following details of someone who we can contact in the event of you being taken ill or having an accident whilst with us:

Full Name:

Telephone Number:

Relationship to you:

F. Initial Membership Questions

Please fill in the below:	Strongly Agree	Agree	Disagree	Strongly Disagree
I always have enough food to eat	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I have access to healthy and fresh food	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I eat healthy and fresh food	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I have gifts and skills to offer other people	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I have a positive attitude towards myself	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I don't like being part of things and joining in	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
At the moment I am pursuing my goals	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I don't feel confident in myself	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I feel able to be independent in my day to day life	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
At the moment I feel mentally well	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
At the moment I am physically well and healthy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
On the whole, I enjoy life	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I feel like I have the support that I need in life	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I am part of projects/groups where I feel welcome	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
I feel able to make positive choices for myself	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

G. Data Protection

We take data protection seriously, in line with GDPR and our Privacy notice. We will endeavour to protect your personal data, using it with your permission. All personal information collected for this project will be held in our database for a maximum of 2 years, following your last visit, after which it will be deleted.

The purpose of this agreement is to be fair to both parties involved and to indicate that we have discussed the project and boundaries and agreed how your personal information will be held for the purposes of the project. Without your agreement it will not be possible for you to participate in the project. By signing, you are registering commitment to the programme and your understanding of the boundaries and conditions that are part of it.

H. Declaration

Please read the following statement and indicate your response (tick as appropriate):

I am over 16 and understand Southampton City Mission will store and use the personal information I have provided on this form for the purposes described above.	<input type="checkbox"/> Yes
I give consent for any medical or health related information I have provided to be stored and used in relation to my membership of the Marketplace. (You have the right to withdraw consent at any time).	<input type="checkbox"/> Yes
I confirm that to the best of my knowledge, the information given in this form is accurate, and I have not omitted any information that might affect my Membership.	<input type="checkbox"/> Yes

Signature		Date	
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OFFICE USE

Member Start Date		Member Review Due	
Member Review Due			