



MINISTRY OF DEFENCE

Consent for release of personal contact details

Only complete this form if you want help from a Service or Ex-Service charity.

Part 1 – Personal details (Please complete in block capitals – you must complete all fields marked *)

Surname*		Forenames*		Rank/Title* Mr/Mrs/Miss/Ms Other		Service number (if still serving)	
Service* (Put a cross in one box only)		<input type="checkbox"/> RN/RM	<input type="checkbox"/> Army			<input type="checkbox"/> RAF	
Corps or Regiment* (To be completed by Army service leavers only)							
Current work address				Address at which charity can contact you*			
Postcode				Postcode			
Tel:		Mobile:		Tel:*		Mobile:	
E-mail:				E-mail:			

Part 2 - Charities (Put a cross in the box of the charity you want to contact you. Put a cross in **one** box only.)

<input type="checkbox"/> The Royal British Legion (not in Scotland)	<input type="checkbox"/> SSAFA – Forces Help
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Part 3 – Data Protection and privacy

(You must sign this part of the form to consent to your contact details being held by the selected charity.)

This form is used to record your preference for passing your personal contact details, as authorised by you, to the Service or ex-Service charity selected by you in Part 2. The information on this form will be used solely to enable the charity you have indicated to make contact with you for the purposes of providing help or advice. The data provided by you will be kept and processed by the charity to the highest standards of privacy in accordance with the provisions of the Data Protection Act 1998 and it will only be passed on to other parties with your express permission.

Any personal data you provide will be used by the charity you have selected in Part 2 only to create and update a record of your contact details. This form and all records created from it will be destroyed if you advise the charity in writing that you no longer wish to maintain contact with them.

By signing below, you are consenting to the holding and processing of your personal details for the purposes stated above.

Signed: Date:

Once you have completed this form, please send it to the charity you have selected at the address shown on page 29 of the Service Leavers Guide.