

ANNUAL CONFERENCE

Application form

It's faster and easier to apply online; you can access the application form at:

www.labevents.org/ac2019affiliateddelegate

Affiliate Delegate

Access to Conference Hall Floor

DEADLINE: 14 June 2019

Before you start

Make sure you have all documents and information you may need to hand (passport, driving licence, Labour Party membership card, cheque book or credit card).

You must complete all sections of the form carefully and accurately in BLOCK CAPITALS, writing one character in each square. The information provided may be used by the Labour Party and the police to carry out security checks.

If any part does not apply to you, do not leave it blank but mark clearly in the first three boxes N/A (for 'not applicable').

If you have queries regarding your application please call The Conference Team on 0345 092 3311 or email conferenceservices@labour.org.uk

A Type of pass:

Affiliated organisations are entitled to appoint one delegate for each 5,000 members or part thereof on which affiliation fees, by election insurance premiums and any levies due were paid for the year ending 31 December 2018. Delegations should include women at least in the proportions in which they are represented in that organisation's membership. Where the membership of an affiliated trade union or other organisation is less than 5,000 members, an additional woman delegate may be appointed if the women's membership is 400 or more.

Delegate type (please ✓ pass required):

		Up to 14 June	From 14 June – 31 Aug	From 1 Sept onwards
	Trade Union Delegate	£116	£126	£136
	Socialist Society Delegate	£116	£126	£136

Organisation you are representing:

Includes £5 carbon offsetting charge

Previous attendance:

Please tick any of the following Labour Party Annual Conferences that you have attended:

☐ Liverpool, Annual Conference 2018

□ Brighton, Annual Conference 2017

□ Liverpool, Annual Conference 2016

□ Brighton, Annual Conference 2015

Personal details:

Title					
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Labour Party membership no.

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[illegible][illegible]

Suffix

Please indicate how you wish your name to appear on your pass

[illegible]

Please indicate how you wish your organisation to appear on your pass

[illegible]

Email address

[illegible]

Home telephone

Work telephone

Mobile telephone

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Gender: Female ☐ Male ☐

Date of birth: / / [illegible]

Country of birth

[illegible]

Nationality

[illegible]

Town of birth

[illegible]

Home address

[illegible][illegible]

Previous address (if less than three years at current address)

[illegible][illegible]

You must provide the last three years' home addresses, if you have more than two please continue on a separate sheet

Passport no.

[illegible]

Driving
licence

[illegible]

[illegible]

You must supply a colour passport-style photograph of yourself, attached to your application form with a paper clip. Do not staple your photograph to the form.

- printed on plain white photo-quality paper, not less than 600dpi resolution
- be in sharp focus, with no shadows on a light background
- show neutral expression, with mouth closed, and eyes open and clearly visible
- show head and shoulders in close-up, facing forwards, looking straight to camera
- show full head, without any covering, unless worn for religious beliefs
- If you normally wear glasses, you can wear them for your photograph but there must be no reflection from them.

All Labour Party Conferences are fully accessible. Please indicate below if you have any disability. We will contact you prior to Conference with details of facilities available to assist you at Conference.



☐ Wheelchair user ☐ Mobility impaired ☐ Hearing impaired ☐ Visually impaired ☐ Registered blind

☐ Other. Please give details _____

The answering of these questions is not compulsory, but by filling out these details confidentially you will help us better understand who is attending our events and how we can better reach out to under-represented communities and groups.

This information will be stored anonymously and used for aggregate monitoring purposes only – we will not be able to identify you from this information.

Ethnic background - I would describe myself as (please tick one)

White British ☐ White Irish ☐ Mixed - White/Black Caribbean ☐

Mixed - White/Black African ☐ Mixed - White/Asian ☐ Asian or Asian British – Indian ☐

Asian or Asian British – Pakistani ☐ Asian or Asian British - Bangladeshi ☐ Chinese ☐

Black or black British - Caribbean ☐ Black or black British - African ☐

Other _____

Do you identify as transgender?

Yes ☐

No ☐

Sexuality:

Bisexual ☐

Gay man ☐

Gay woman/lesbian ☐

Heterosexual/straight ☐

Prefer not to say ☐

Other _____

Current Employment Status:

Full time ☐

Part time ☐

Unemployed ☐

Retired ☐

Student ☐

Other _____

Do you have caring responsibilities? If yes please tick all that apply

None ☐

Primary carer of a child/children (under 18) ☐

Primary carer of disabled child/children ☐

Primary carer of disabled adult (18 and over) ☐

Primary carer of older person (65+) ☐

Secondary carer ☐

Prefer not to say ☐

Payment:

I am enclosing (please complete):

Pass fee	£
Pooled fare	£
National Women's Conference	£
Total:	£

(Please refer to page 1 & 2 for prices)

☐ I enclose a cheque payable to 'The Labour Party' for the above amount

OR

☐ Please charge my credit/debit card with the above amount:

[illegible]

Card type ☐ Visa ☐ Mastercard ☐ Switch/Maestro ☐ American Express

Card number Security code

Expiry date / Start date / Issue number

(if applicable)

(if applicable)

Office use only:

Cheque Name / Cheque Number

Your signature:

You must sign the form yourself in black ballpoint.

If any of the information provided on this application is found to be incorrect you may be denied admission to Conference.

I confirm that the above information is correct, to the best of my knowledge.

Applicant's signature: _____

I Deadlines/Cancellations:

Applications correctly completed and received by 14 June 2019 will be processed and, subject to security checks, your pass will be mailed out to you in September. Due to the security checks required we are unable to guarantee that applications received after 14 June 2019 can be processed.

Applications received after 14 June 2019 will incur additional charges as outlined and you may have to collect the pass in person at Conference.

All deadlines will be strictly adhered to.

Should you wish to cancel your application please inform Conference Services in writing; Any cancellations received up to and including 01 May 2019 will incur a 25% fee; cancellations received between 02 May and 31 August 2019 will incur a 50% fee; cancellations received after 01 September 2019 will not qualify for a refund. The full application fee will apply.

J Your rights and data protection:

The completion and submission of this application does not confer any right upon the applicant to attend the conference, and the Labour Party reserves the right to refuse admission without giving a reason.

The information provided by you may be supplied to the police for storage on a computer system in connection with policing arrangements for the event. The information may be retained and/or passed on to other police forces in the future to assist with the policing of subsequent conferences.

The Labour Party and the Police will comply with the provisions of the Data Protection Act 2018 at all times in dealing with your data. Application forms, once processed, are retained by the Labour Party for reference for a period of five years, after which they will be securely destroyed.

K Carbon Emissions Fee:

The Labour Party has shown consistent commitment towards tackling climate change, at home and abroad, by setting bold targets and pursuing ambitious policies, and working to secure long-term international agreement on reducing greenhouse gas emissions.

Participants at our Annual Conferences pay a small fee towards compensating for their carbon emissions. Labour recognises that tackling the threat of climate change is one of the greatest challenges facing the world today.

The payments we make to Natural Capital Partners from the carbon emission fee will help to fund projects for UK forest creation which will not only result in carbon emission reductions as the trees grow, but can also contribute to improved land management, flood prevention and the provision of more green spaces for communities. UK Forest Creation is managed in line

with the Woodland Carbon Code to deliver the assurance that sites will be sustainably managed and deliver measurable carbon reductions.

To find out more about Natural Capital Partners and UK Forest Creation please visit <http://www.naturalcapitalpartners.com/solutions/solution/forests>

Please return form to:

**The Conference Team, The Labour Party, Labour Central, Kings Manor,
Newcastle upon Tyne, NE1 6PA**

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