



# GUILD OF FREEMEN OF THE CITY OF LONDON

FOUNDED 1908

*A Company Limited by Guarantee*  
*Registered Office: 4 Dowgate Hill, London, EC4R 2SH*

## MEMBERSHIP APPLICATION FORM

All Freemen of the City of London are eligible to apply for membership of the Guild.

The object of the Guild is to bring together Freemen of the City of London for the purpose of Charity, Benevolence, Education and Social Activities.

A prestigious journal, "The Freeman", sent to all members in April each year (or on joining), includes reports on the previous year's activities and gives details of the forthcoming year's programme.

The Guild's programme of events ranges from historical evenings, dinners and receptions in historic locations, to an Annual Banquet with the Lord Mayor at Guildhall and an Annual Service in the City. The programme affords members and their guests the opportunity to meet fellow Freemen and to visit places not generally accessible to the public. Visits are arranged privately, with experts on hand to explain surroundings and history. Members have no obligations with regard to the programme. They may apply to attend any of the functions which are of interest, either on their own or with guests.

Membership applications are considered by the Court of Assistants at their regular meetings, which are held approximately every other month. Successful applicants are invited to a subsequent Court Meeting to participate in the Ceremony of the Loving Cup and to receive their Warrants of Membership.

Members of the Guild are also eligible to apply for membership of the City Livery Club and the City Livery Yacht Club.

### NOTES ON THE COMPLETION OF THIS FORM

These notes refer to the figures in the left-hand margin on pages 3 & 4 of this form.

1. Please limit professional qualifications to the most important three, using standard abbreviations without punctuation.
2. Please indicate your position (e.g. Director, Manager) and the type of Business in which you are engaged or from which you have retired. The words "Company Director" or "Retired" are insufficient by themselves.
3. There are two classes of membership: Life and Annual. There is also a one-off Joining Fee, payable at the time of application for membership. The membership subscription covers the costs of all the Guild's administration, including that of the Guild of Freemen of the City of London' Charity, which is a separate charity duly registered with the Charity Commission.
4. Annual Subscriptions may be paid by cheque, bank transfer or Direct Debit. If you choose to pay by cheque or bank transfer please ensure that your payments reach the Guild by 1<sup>st</sup> January annually. If you prefer to pay by Direct Debit, please complete and return a Direct Debit Mandate which is available from the website or the Guild Office.

## Privacy Policy and Opting In to receive information from the Guild

The Guild of Freemen of the City of London is not required to appoint a data controller or data protection officer (*Article 30 para 5 of the REGULATION (EU) 2016/679*)

We collect personal information (e.g. name, address, email, telephone number, gender, date of birth, occupation, bank account details) when you communicate with us. This may be in the form of emails, letters, phone calls and the completion of forms (electronic or otherwise). We use personal information to contact you by post, telephone or email, but we will never sell or disclose any information you provide to us to any third party other than for the purpose for which it was collected. Your electronic information is held on a secure server and paper records are kept by the Guild Office. Third party recipients of your name and address are companies that the Guild uses to print and distribute its communications such as The Freeman, Annual General Meeting papers and the Master's Programme of Events.

The provision of your data is part of your contractual agreement with The Guild of Freemen of the City of London; *if you do not provide the data the Guild will be unable to provide the services that you, as a member, are entitled to receive.*

As you are joining a membership organisation The Guild of Freemen of the City of London has a legitimate interest in processing your information for purposes connected to the Guild. The processing of personal data for direct marketing purposes may be regarded as carried out for a legitimate interest and is of benefit to you as a member e.g. to send you information about the Guild such as The Freeman journal, AGM papers, Master's newsletter, the Master's Programme of Events, additional events through the year and availability of places. We will use your information to process membership subscriptions and to seek payment for events and merchandise and to ensure dietary requirements are known by caterers at Guild events.

Please note that our photographer will be taking photos at the events, and the images will be used on the Guild's website, social media and in the Freeman journal. If you or your guests do not wish to be photographed or have images published you should let the photographer and us know on each occasion.

If you object to this processing you may ask for your personal data to be removed from the marketing list at any time by emailing [clerk@guild-freemen-london.co.uk](mailto:clerk@guild-freemen-london.co.uk) or telephoning 0207 239 9016.

You have the right to seek confirmation as to whether or not personal data concerning you is being processed, and, where that is the case, access to the personal data (*Article 15 of the REGULATION (EU) 2016/679*). Contact [clerk@guild-freemen-london.co.uk](mailto:clerk@guild-freemen-london.co.uk) or telephone 0207 239 9016.

We will retain and archive your information for historical research purposes by the Guild.

If you have any concerns about the way The Guild handles your personal information contact [clerk@guild-freemen-london.co.uk](mailto:clerk@guild-freemen-london.co.uk). If The Guild is unable to resolve your information rights concerns you can raise your these with the Information Commissioner's Office <https://ico.org.uk/concerns>

### PLEASE SELECT AN OPTION:

Yes, I do wish to receive electronic information from the Guild of Freemen of the City of London which will include emails about Guild events and news about the Guild.

Tick this box if you wish to opt in

No, I do not wish to receive electronic information from the Guild of Freemen of the City of London.

Tick this box if you wish to opt out



**How did you hear about the Guild e.g. website, friend, leaflet, event:**

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**Declaration:**

I, the undersigned, am a Freeman of the City of London. I wish to become a Member of the Guild of Freemen and, if elected, I undertake to conform to the Rules made by the Court of the Guild in accordance with the Articles of Association. I also undertake to promote the interests of the City of London and its Freemen by all lawful means within my power.

*Signature*.....

*Date*.....

*Date of Admission to Freedom of the City*.....

Verified with Chamberlain's Court:
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**Submission:**

The form should be submitted to the Guild Office by email:  
clerk@guild-freemen-london.co.uk

or posted to:

The Clerk  
The Guild of Freemen of the City of London  
Rooms 78/79, 65 London Wall  
LONDON  
EC2M 5TU

*Please do NOT send your Freedom Warrant with this application*

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