



# Application Form

## Personal Details

Last Name:	Date of Birth:
First Name(s):	Country of Birth:
Nationality:	
Occupation (Optional):	

## Contact Details

Address:	
E-Mail Address:	
Home Phone:	Mobile Number:

## Other Information

Last place of Residence:
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Hobbies and Interests:
Could you contribute to the BIWC? Maybe host a coffee morning, even serve on the Board, start up a Special Interest Group?
How did you hear about the BIWC?

## Signature and Verification

I verify that the information provided on this form is correct. I enclose a **copy of my passport** for verification with the understanding that this copy will be shredded once my membership to the BIWC is accepted. See Data Protection Statement.

**Signature of Applicant:**

**Date:**

**Important:** You will receive written notification of acceptance with your membership number and then you will be asked to pay your fee. Do not send payment with your application form.

- The BIWC annual membership fee is €55. As a non-profit organisation, the fee covers the cost of basic club services. Associate membership is available for non Berlin/Brandenburg area residents.
- In order to maintain the international balance of the club, it may at times become necessary to place nationalities on a waiting list. You will be notified of your status.

## Data Protection Statement

In accordance with German Data Protection Laws (Datenschutz), we do not use or retain your personal information without your consent. Please indicate whether you consent to each of the following uses of your personal information:

Use of email address for distribution of the Monthly Newsletter and corrections or reminders of Newsletter items/events.

Use of contact details for the Membership Directory, distributed only to other members.

Use of photos and/or videos taken at BIWC member events and distributed to members (see below for more information on our photo policy).

Use of your photo on the Public BIWC Website and Facebook pages, in order to promote the Club.

You may withdraw your consent to any of these uses at any time by contacting the Membership Secretary. Please post this application form to our office: BIWC, Marienstr. 19/20, 10117 Berlin for the attention of the Membership Secretary. We will keep this signature page on file to comply with the requirements of the German Data Protection Laws.

**By signing below, you acknowledge that you understand this policy.**

Name: .....

Date: .....

## Photo Policy and Authorisation

Pictures and/or videos are regularly taken at BIWC member functions, events and activities. Depending on the consent given above, photos and videos may be accessible only to members (BIWC Newsletter and Facebook "secret group") or may be used to promote the Club to the general public (BIWC Website and Facebook public pages).

- The BIWC is not responsible for any use or disclosure of such photos/videos not authorised by BIWC. Please be advised that Facebook may transfer data and photos to the US and that the BIWC has no control over such transfers.
- If you do not wish to be photographed at events, BIWC asks that you do not take part in group photos at such events, and that you alert the photographer that you do not wish to be photographed individually.