



The Furniture Makers' Company
the furnishing industry's charity

APPLICATION FORM FOR FINANCIAL ASSISTANCE – Private and Confidential

Please note: we request that you or your partner have at least **two years' employment** service in any capacity within the UK furnishing industry to be eligible for financial assistance. If you have any queries, please contact Robin Lomas, our Welfare Officer, on 020 7562 8528.

PLEASE COMPLETE ALL SECTIONS FULLY IN BLOCK CAPITALS – THANK YOU

Full name		Mr	Mrs	Miss	Ms	Other	(please circle)
Date of birth		National Insurance Number					
Address							
Postcode							
Marital status		Partner's full name				Date of birth	
Daytime contact number		Email					
Mobile number							
Employment History: please provide written proof of your employment within the furnishing industry.							
Name of Employer	Nature of work	From date	To date	Industry			
Do you have a Forces connection (please tick):							
<input type="checkbox"/> The Royal Navy <input type="checkbox"/> The Royal Air Forces <input type="checkbox"/> Army							

Forces charities approached for assistance and amounts awarded

Partner's employment history

Name of employer	Nature of work	From date	do Date	Industry

Details of any additional charitable funding applications

Organisation applied to	Application status	Amount awarded

How did you hear about The Furniture Makers' Company?

Total amount of savings held by members of the household (if none, please write none)

Current Account(s)		Building Society	
Bonds		PEPS/ISAs	
Premium Bonds		Stocks & Shares	
National Savings		Other	

Housing

Do you rent your property?		Council/Social Housing/Private Landlord
Do you own your property?		
Current valuation of the property		
Outstanding mortgage		
Who lives with you? Names, relationships, ages		

Debts (including household arrears)

Creditor	Monthly repayments	Current balance outstanding

Income and expenditure for the whole household					
Income	Weekly	Monthly	Expenditure	Weekly	Monthly
Salary (Net)			Mortgage		
Partner's Salary (Net)			Rent (after benefit)		
State Retirement Pension			Council Tax (after benefit)		
Other Pension(s)			Water / Sewerage		
Pension Credit			Ground rent/Service Charge		
Sick Pay (Statutory/Company)			Gas		
Maternity Pay			Electricity		
Income Support			Telephone		
Job Seekers Allowance			Television Licence		
ESA			Insurances		
Carer's Allowance			Travel costs		
DLA/PIP Care			Food / housekeeping		
DLA/PIP Mobility			Clothing		
Attendance Allowance			Childcare		
Industrial Injuries Benefit			Child maintenance		
Universal Credit			Care costs		
Working Tax Credit			Medical Expenses		
Child Tax Credit			Hairdresser/Gardener/ Window Cleaner etc.		
Child Benefit			House Maintenance		
Child Maintenance			Meals on Wheels		
Income from charities			Alarm Care Line		
Housing Benefit			Outings/Days Out		
Other income (specify)			Pets		
			Other (specify)		

Reasons for applying to The Furniture Makers' Company

In order for us to process your application, please provide information in the following three sections

1. Details of your current circumstances and difficulties

2. Reason for applying to The Furniture Makers' Company

3. Details of how you would like us to help and the amount required

Declaration

I declare that the information I have given on this form is correct and complete.
 I understand that you will use the information I have provided to process my application for assistance. Please read the Privacy Notice below, which explains how we will use the information you have supplied.

Applicant's signature.....Date.....

Partner's signature.....Date.....

Privacy Notice

When you apply to the Furniture Makers' Company for assistance, we ask for your personal details and details of your financial circumstances, in order to fully understand your situation and so that we can make a decision about how we can best assist you.

We will store the information you provide on our computer database and in our filing systems, in order to process your application, and record the outcome. Unless you ask us not to do so, we will retain this information, so that, should you apply to us for help in the future, we have a record of your past application(s).

Under General Data Protection regulations, we have assessed that we have a legitimate interest in processing the personal data you have provided, because without doing so, we would not be able to deal with your application for assistance.

We will keep your information confidentially and securely within our organisation, except that:

1. Where we have agreed to supply you with goods that you have requested, such as cooker, fridge, furniture etc., we will give your contact details to the company supplying the goods, in order that they can make a delivery to you.
2. Where you have requested financial assistance to pay a bill, we may contact that company, giving your contact details and reference, in order to find out the payment details we need, to make the payment.
3. Where you have told us that you have applied to another organisation for assistance, we may contact that organisation to request details of any help that they have agreed to provide. Where we think that you may be eligible to apply to another charity or organisation, we will advise you of this.

You have the right to request a copy of the data we are holding about you. We will supply this for you within one month, if you apply in writing to us at:

Welfare Department, The Furniture Makers' Company, 12 Austin Friars London EC2N 2HE

You have the right to request us to delete any data we hold about you, and can request this by writing to the above address.

Please return your completed application form with a recent bank statement and supporting documentation to:

Welfare Officer, The Furniture Makers' Company, Furniture Makers' Hall 12 Austin Friars London EC2N 2HE
020 7562 8528 welfareofficer@furnituremakers.org.uk

The Worshipful Company of Furniture Makers is incorporated by Royal Charter (Company Number RC000866).
 The Worshipful Company of Furniture Makers' Charitable Funds incorporating the Furnishing Trades Benevolent Association (Charity Number 1015519). The Furniture Makers' Company Limited (Charity Number 1118569).
 Registered address: Furniture Makers' Hall 12 Austin Friars London EC2N 2HE.