

Entry Form 2023-24

Please read the Rotary Young Writer Information Pack before completing this form. By signing this form, you confirm you have read, understood and agreed to the contents of the Information Pack and Privacy Notice overleaf. **Please note, this official entry form, once completed, will be used for all stages of the competition.** Please return this form to the **competition organiser** you received it from and by the date they have specified.

Entrant's Name: (please type or use CAPITAL letters)	Age on 31 st Aug 2023:
*School/College/Community Organisation/Private Entry:	Please tick category being entered: Junior Intermediate Senior
To be completed by Entrant only: I, the named Entrant, declare that this entry is entirely my own work. Entries that contain plagiarism will be disqualified.	

Entrant's Contact Details

(only to be completed by Entrant if they are 18 years of age at the time of signing this form)

Entrant's Email:	Entrant's Tel No:
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Rotary Details

Sponsored by Rotary Club of:	District Number:
Rotarian Contact Name:	Email:
	Tel No:

Note that copyright remains with the writer but submission authorises Rotary to use it for promotional purposes.

Entrants under the age of 18 when this form is completed, must get a parent/guardian signature to give permission for the following. If the Entrant is 18 years of age when this form is completed, they are giving permission themselves:-

- for the named Entrant to take part and be identified in the competition.
- for the information on this form to be used for all stages of the competition (should the Entrant progress) and shared in accordance with the Privacy Notice with appropriate competition organisers at each stage.
- Official event photography and videos will be made for publicity including Rotary clubs, districts, clusters and Rotary GB&I websites, social media, member magazines and may be shared with the media. Please tick the appropriate box below.**

Agree

Disagree

By signing this form, you are also acknowledging that you have read and agree to the Privacy Notices referred to on the reverse of this form in respect of the use of personal information.

Parent/Guardian Contact Details

(only to be completed by Parent/Guardian if Entrant is a minor, under the age of 18 years of age at the time of signing this form)

Parent/Guardian's Email:	Parent/Guardian's Tel No:
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*Parent/Guardian/Entrant (Print Name):	**Signature:	Date:
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**delete as appropriate*

***Entrant may only sign this form if they are 18 years of age on the date the Entry Form is signed*

Privacy Notice – Youth Competitions

[For the purpose of this privacy notice, Rotary International in Great Britain & Ireland (Rotary GB&I) also includes Rotary clubs, districts and clusters and their members. The use of the term ‘you’, ‘your’ also means that of the Entrant where the competition Entrant is a minor, i.e. under the age of 18 years].

Members of Rotary GB&I (“we”) value the trust you put in us to process your personal information and will always be open and honest about the information we collect and how we will use it. We will never do anything with your personal information that you wouldn’t reasonably expect us to in relation to the Rotary Youth Competitions and we will always take every effort to protect your privacy.

The Rotary GB&I Privacy Notice is available on our website, <https://www.rotarygbi.org/privacy-policy/>, and explains how we collect, process and share personal information. This ‘Privacy Notice – Rotary Youth Competitions’ is supplementary to the general Rotary GB&I Privacy Notice and explains in more detail how you can expect your personal information to be specifically used in relation to the Rotary Youth Competition events.

How we use your personal information for Rotary Youth Competitions

1. We are collecting your personal information (and that of the Entrant if a minor) for the organisation and administration of the Rotary Youth Competitions only, it will not be used for any other purpose.
2. Your name and image may also be used for publicity purposes, e.g. the national final programme, press releases and Rotary GB&I websites, social media platforms and magazine. You may also be contacted by Rotary public image officers who will discuss with you any media opportunities, e.g., interviews, at any stage of the competition.

Providing your personal information to others for Rotary Youth Competitions

3. Your personal information will only be shared with others that require it for their role/the services they provide for the organisation and administration of the Rotary Youth Competition events. Initially, this will be at club level competitions but should an entrant progress to district, cluster or national levels of the competition, the information will also be shared with those relevant organisers. Those individuals and organisations that have access to the personal information are also bound by the Rotary GB&I Privacy Notice.
4. Depending on the Rotary Youth Competition, it may be necessary to share some of your information with third parties such as providers of venue hire and catering services. Under such circumstances only the minimum amount of information for the third-party service will be provided, e.g. for caterers, only the name and allergy/special dietary requirement will be disclosed. Third parties, including providers of venue hire and catering services, are subject to the same legislation and privacy guidelines.

Retaining and deleting your personal information

5. All reasonable steps will be taken by those concerned to ensure the personal information they have access to is kept securely and will not be shared with anyone who does not have a legitimate reason to have access to it in relation to the organisation and administration of the competitions.
6. For all Rotary Youth Competitions, personal information will be kept on file for 3 months after the date of the National Final for that specific competition. After this date, the information will be securely destroyed (either by shredding, incineration or deletion from electronic devices) at club, district, cluster and national level. This timeframe is necessary to allow for any disputes to be settled before the personal information is destroyed.

By signing the front of this form, you are acknowledging that you have read and agree to the Privacy Notices in respect of the use of personal information for yourself (and your child, where applicable).

This form must be passed on to the organisers of the next stage of the competition for winning entries.

For Official Use Only				
Please tick below to indicate entry to each stage of the competition.				
Club	District Preliminary Stage (if applicable)	District	Cluster	National