



CHELTENHAM WHADDON BOWLING CLUB

WHADDON ROAD, CHELTENHAM, GL52 5NA

Telephone: 01242 570747 E-mail: cheltwhaddonbc@gmail.com

Affiliated to: Bowls England, Gloucestershire Bowling Association

CWBC Membership Application Process

1. Applicant is given an Application Pack comprising:
 - a. introductory booklet;
 - b. application form;
 - c. GDPR policy;
 - d. GDPR consent form;
 - e. membership subscription form.
2. Applicant returns completed application form and GDPR consent form to Membership Secretary.
3. Membership Secretary sends an email to committee members advising them of the name of the applicant and how they heard of the Club with a request that they advise Membership Secretary if they are unwilling to approve the application. Committee members are given a 'reply before' date that gives them a few days (normally 4-6 days) to consider the application. Membership Secretary gives GDPR consent form to Club Secretary.
4. If application is approved, Membership Secretary adds new member to bowlr and provides new member with:
 - a. Welcome letter/email including
 - i. link to Club website - <https://www.hugofox.com/community/cheltenham-whaddon-bowling-club-8689/home>;
 - ii. (for Full members) details of buddy groups and [etiquette](#) & [roles](#) handouts;
 - iii. date by which they should return their membership subscription form and fee.
 - b. Separate letter/email containing [Bowlr info](#) including their member number and password

and also liaises with the new member's buddy group leader as needed - e.g. provides buddy group leader with a copy of welcome letter/email (bcc).