

# Special Constable Group Insurance Scheme Application

Please refer to the scheme summary for full details of the cover available under the scheme and the costs per month

## Eligibility

To be eligible for this scheme you must be a subscriber to the Police Federation of England and Wales and be an active Special Constable at time of application.



## MEMBER BENEFITS

Worldwide Travel Policy

Support 24

Motor Breakdown Cover (*UK & Europe*)

Mobile Phone Cover

Legal Expenses including ID Theft Protection

GP 24

Family

Family

Member & Partner

Member & Partner

Included

Family

**CALENDAR MONTHLY PREMIUM**

**£15.00**

Please tick this box to confirm that you are eligible for this scheme.

## Your Details

Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Collar Number	<input type="text"/>
Surname			Forename/s		
Address					
				Postcode	<input type="text"/>
Email				Telephone	<input type="text"/>
Date of Birth	<input type="text"/>	Date Joined Force	<input type="text"/>	Name of Force	<input type="text"/>

## Please read and then sign the declarations below:

- I understand that the premium rates may vary from 1st September each year.
- I confirm that I have read the summary of cover and am aware of the cover afforded under this scheme.
- I consent to the information on this form being stored / processed electronically.
- I understand that if my payments stop, all cover under the scheme will cease.
- I understand that it is my responsibility that in the event of my circumstances or wishes changing that I keep my information up to date.

Member Signature  Date

**Please return this completed form and completed Direct Debit to:**

Philip Williams and Company  
35 Walton Road  
Stockton Heath  
Warrington  
WA4 6NW

Or email to [schemes@philipwilliams.co.uk](mailto:schemes@philipwilliams.co.uk)

All Scheme Documents  
can be downloaded by  
scanning the code below:



**Direct Debit Instruction** INSTRUCTION TO YOUR BANK OR BUILDING SOCIETY TO PAY DIRECT DEBITS  
**PLEASE COMPLETE SECTIONS 1 – 5**

**1. Name and full postal address of your Bank or Building Society branch**

To: The Manager  Bank or Building Society

Address

Postcode

**2. Name(s) of Account Holder(s)**

**3. Branch Sort Code**    **4. Account Number**

**5. Instruction to your Bank or Building Society**  
Please pay Philip Williams and Company Direct Debits from the account detailed in this instruction, subject to safeguards assured by the Direct Debit Guarantee. I understand that this instruction may remain with Philip Williams and Company and, if so, details will be passed electronically to my Bank/Building Society.

Signature(s)

Date

Originators Identification Number



Philip Williams & Co REF

**OFFICIAL USE ONLY.** This does not form part of your direct debit instruction.

## The Direct Debit Guarantee

This Guarantee is offered by all banks and building societies that accept instructions to pay Direct Debits. If there are any changes to the amount, date or frequency of your Direct Debit Philip Williams (*G Ins*) Management Ltd will notify you ten working days in advance of your account being debited or as otherwise agreed. If you request Philip Williams (*G Ins*) Management Ltd to collect a payment, confirmation of the amount and date will be given to you at the time of the request.

If an error is made in the payment of your Direct Debit, by Philip Williams (*G Ins*) Management Ltd or your bank or building society, you are entitled to a full and immediate refund of the amount paid from your bank or building society.

If you receive a refund you are not entitled to, you must pay it back when Philip Williams (*G Ins*) Management Ltd asks you to.

You can cancel a Direct Debit at any time by simply contacting your bank or building society.

Written confirmation may be required. Please also notify us.

### **Privacy Notice (also known as “Fair Processing Notice”)**

Data Controller: Philip Williams (*G Ins*) Management Limited, 35 Walton Road, Stockton Heath, Warrington WA4 6NW

Contact for queries: Data Protection Manager Tel. 01925 604421 Email [dataprotection@philipwilliams.co.uk](mailto:dataprotection@philipwilliams.co.uk)

#### **How will we use the information you give us?**

We will only use your information on the basis that it is necessary to administer your insurance contract or help you make a claim. Where we need to pass information to other firms, it will only be for that purpose. These firms will be Insurers, other insurance brokers, firms handling claims, finance providers and firms that process or administer our records, including Federations/Trust Administrators.

When we contact you, it will either be for the above reason, or because we have a legitimate interest in marketing related products. For any other marketing it will only be with your consent and you will be able to withdraw your consent or unsubscribe easily at any time.

If we have to transfer information to a third country outside the EU, we will only do so if a similar level of protection applies. If we need to obtain information which is by nature sensitive, we will only do so on the basis that it is in the public interest – for example to fight crime, prevent fraud or to make sure insurance is available.

What type of personal information do we need?

- We may need personal details which might include details of lifestyle, family, finances, business or education.
- We will only collect what is necessary and will only keep it for as long as we are required to do in line with our data retention policy.

#### **What other types of information do we need?**

- Under certain circumstances we may also need to obtain information about Race or Origin, Gender, Religion, Health, Politics, Genetics, Trade Union Membership, Sex or Sexual Orientation.
- We might also need details of criminal convictions.
- We will only collect what is necessary and protect it with appropriate security measures.

#### **How do we obtain your information?**

- We may gather it from information you submit to a website, by telephone, mail, face to face or by email.
- We may receive it from insurers, other insurance brokers, firms handling claims, finance providers and firms that process or store our records, including Federations/Trust Administrators.

#### **What are my legal rights?**

- You can obtain a copy of your personal information from us without charge by contacting us at the address above. This may include the right to transfer information to other providers.
- You have the right to ask us to correct information.
- You have the right to ask us to delete your information or stop using it, unless it is necessary for us to retain it for insurance or financial purposes as set out in our document retention policy.
- You may have the right to object if decisions about you are made solely by a computer.
- You have the right to complain to the Information Commissioner at [www.ico.org.uk](http://www.ico.org.uk), Tel 0303 123 1113.