

## St Andrew's Methodist Church Data Request Form

(To be forwarded to the Data Processor for action in lieu of Data Mapping)

<b>Team Leader or requester:</b>	<b>email contact details:</b>	
<b>Church Role / use of Data:</b>	<b>Telephone:</b>	
<b>Layout:</b> <b>Alphabetical sequence:</b> <b>or Pastoral Visitor grouping:</b>	<b>Source of Data:</b>	<b>Date:</b>

Sections in red to be completed by the Data Processor

Data Holder	Medium: .docx / .xls / paper	Name of File or Document issued

<b>Personal Data required</b> (please tick)				
Address	Phone No	email	Family members	Membership status
			Pastoral Visitor	

If further sheets of the Names of 'Subjects' might be required, please copy the 2 pages of the Continuation Form and attach as many times as required before starting, i.e. when blank - (unused sheets may be deleted later)

<b>Names of ‘Subjects’</b> (with surname first, then forename, (and title if required), grouping family members together)	
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**Complete only for:**

**Pastoral Visitor grouping:** list every Pastoral Visitor with their list of names

or <b>Part List:</b> list only those whose personal information the Data Holders receive
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[illegible]

## St Andrew's Methodist Church Data Request Continuation Form

### Names of 'Subjects' (contd.)

(with surname first, then forename, (and title if required), grouping family members together)

**Complete only for:**

**Pastoral Visitor grouping:** list every Pastoral Visitor with their list of names

or **Part List:** list only those whose personal information the Data Holders receive

[illegible]

### Names of 'Subjects' (contd.)

[illegible]