

OLD GIRLS AND FRIENDS DATABASE FORM

(Send to: Development Director, Queen Margaret College, P O Box 12-274, Wellington. Email: karen.radford@qmc.school.nz)

1. PERSONAL DETAILS:

Are you? (please tick the appropriate boxes)

- an Old Girl a past parent a past teacher/ staff member a member of the QMC Old Girls' Association
 a friend a grandparent other (specify) _____

First Names: _____ **Surname:** _____

Address: _____ **Home phone:** _____

Mobile: _____ **Email:** _____ **Date of birth:** _____

Occupation: _____ **Employer:** _____ **Phone:** _____

2. PARTNER'S DETAILS:

First Name: _____ **Surname:** _____ **Date of birth:** _____

3. LINKS:

Give the name of any relative who is, or has been, part of the Queen Margaret community in any capacity

Name: _____ **Relationship to you:** _____

Name: _____ **Relationship to you:** _____

4. OLD GIRL DETAILS (complete this section if you attended Queen Margaret College):

Would you like someone to contact you about joining the QMC Old Girls' Association? Yes No

Maiden Name: _____ **What year were you in 3rd Form/year 9?** _____

What year did you start? _____ **What year did you leave?** _____

House: Berwick Braemar Glamis Lochleven Stirling

School Achievements: (tick appropriate boxes)

- Head Prefect Sports Prefect Prefect Dux Proxime Accesit House Official
 Scholarship Recipient Debating Team Choir/ Musician Duke of Edinburgh Award Recipient
 Sports Representative (specify) _____ Other(specify) _____

Life Achievements: (please record any sporting, academic, career, community service achievements)

5. QUEEN MARGARET FOUNDATION:

In order to secure our future as an independent school the Queen Margaret College Foundation has been established to attract, administer and co-ordinate all charitable contributions to the school. Would you consider helping us in this task, now or in the future, in any of the following ways: (please tick the appropriate boxes)

- Annual giving Leading donations Bequests and endowment Sponsorship In kind

Privacy Act Disclosure

The collection, use, storage, disclosure and correction of personal information by the College are governed by the Privacy Act 1994. The College complies with the obligations of this Act.

The College takes all reasonable precautions to guard against unauthorized access to confidential and personal information including the loss, misuse and alteration of the information held by the College on its servers.

Personal information you supply us on this form or otherwise will be used for the purposes of the College including the Foundation, Old girls Association and Parents Association and may be used to keep in contact with you, send you school publications and special event invitations and make and record annual giving and fundraising requests.

Your personal information will not be disclosed to third parties without your consent unless the College is obliged to disclose information in certain circumstances set out in the Act or by order of any Court or Tribunal of competent jurisdiction.

We will not subscribe your email or other addresses to any external mailing list.

The College will use reasonable endeavours to maintain accurate, up-to-date information. If you believe that the personal information the College holds about you is inaccurate and requires correction or if you require copies of your personal information held by the college, please contact:

Development Director
P O Box 12-274
Wellington
New Zealand

Phone: 64 4 473 7160
Fax: 64 4 471 2773
Email: karen.radford@qmc.school.nz

Signed: _____

Date: _____