



ALLOTMENT APPLICATION FORM

YOUR DETAILS

Title: _____

First Name (s): _____

Surname: _____

Address: _____

Post Code: _____

Date of Birth: DD _____ MM _____ YYYY _____

Telephone: _____

Email: _____

Please indicate preferred site: Millfield, North Preston, St. Nicholas, Stonebridge, Perry Court, Love Lane

Preferred Site 1: _____

Preferred Site 2: _____

PRIVACY STATEMENT

Faversham Town Council will hold and process your personal data only for the purposes of administering the allotment service and will not pass personal data to any other organisation unless that organisation has a statutory right to it.

CONSENT

- I agree that I have read and understand Faversham Town Council's Privacy Statement.
- I agree by signing below that the Council may process my personal information for administering this service, providing information and corresponding with me.
- I agree that Faversham Town Council can keep my contact information data for an undisclosed time or until I request its removal.
- I have the right to request modification on the information that you keep on record.
- I have the right to withdraw my consent and request that my details are removed from your database, at or after the termination of our service agreement.

Signature: _____

Print Name: _____ Date: _____

NOTES

Email: adam.andrews@favershamtowncouncil.gov.uk

Tel: 01795 503288

Faversham Town Council, 12 Market Place, Faversham, Kent ME13 7AE

ELIGIBILITY: To apply for an allotment plot you must be a permanent resident of Faversham, living within one of the Town Council's Wards and aged over 18 years of age (proof of residence will be required for all new tenancies) and submit a completed Application Form.

We will put you on the waiting list for a site of your choice and contact you when you are at the top of the list and a plot becomes available. We may also occasionally offer plots when they become available on other nearby sites, however you can still choose to wait for a site of your choice.

Please make sure that you notify us of any change of address or other contact details so that we can contact you when a plot becomes available.

WAITING LIST POSITION & WAITING TIMES: Unfortunately we are not able to inform applicants of how long they can expect to remain on the waiting list before they are offered a plot. Allotment plots usually become available either when a tenant gives up a plot, or if a tenancy has been terminated due to a breach of the tenancy agreement. As a result, it is not possible to predict how many plots may become vacant during any given period.

We ask you to be patient whilst waiting for a plot to become available. Once you reach the top of the waiting list and a plot becomes available, you will be contacted by a representative of the Town Council.

INFORMATION TO NOTE: It is the responsibility of the applicant to keep Faversham Town Council informed of up to date contact details.

Waiting list applicants who cannot be contacted due to incorrect contact details, will be removed from the waiting list.

If an applicant does not respond to an invitation to view a plot within 14 days, then their details will be removed from the waiting list.

The Town Council reserves the right not to grant an Allotment Plot where there is evidence of previous plot misuse, or a history of enforcement action for such matters as non-payment of rent, or cultivation issues.

FOR OFFICE USE

Date Added to Waiting List: _____

Date of Viewing: _____

Site: _____ Plot Number: _____

Re-tenanted: _____