

## ADDITIONAL INFORMATION

<b>Criminal convictions</b> Please give details of any criminal convictions, except any considered to be spent under the Rehabilitation of Offenders Act. If none, please write none
<b>Eligibility to work</b> Are you legally entitled to work in the UK? If no, please give details
yes / no
<b>Preferred Name(s)</b> Please give details of any other names you are known by
<b>Where did you hear about this vacancy?</b> Please give name of publication or address of website, #twitter, etc., or word of mouth
<b>Data Protection</b> The information that you have supplied in this application will be used to process this job application. We will keep the information confidential and not divulge it to third parties, except where required by law. In signing this declaration, you are agreeing that we may use and process this information for the purpose of this application or future employment. For successful candidates, personal data will be retained and held during employment and for a period dictated by legislation after you leave. Information from unsuccessful candidates will be kept for a period of 6 months so that we may, if appropriate, advise you of any suitable future vacancies. After this period your records will be securely destroyed.

### Declaration

I hereby confirm that, to the best of my knowledge, the information given here is correct. I understand that false or misleading information could lead to the withdrawal of any offer or, in extreme cases after appointment, to dismissal.

Name <i>(PRINT initials and surname only)</i>	
Signature <i>(for electronic submission - typing your name here will be taken as confirmation)</i>	
Date	

Once you have completed this form please send it to [recruitment@capitaltheatres.com](mailto:recruitment@capitaltheatres.com)

Now complete our Equal Opportunities Monitoring form