

**Hertfordshire Police Federation  
Group Insurance Scheme  
Officer Application form  
(Applicable to Student Officers)**



Please complete the following in BLOCK CAPITALS and return the form via email to: [PoliceFederation@Herts.police.uk](mailto:PoliceFederation@Herts.police.uk)  
Please note, once completed you must print this form and sign it.

I am a student Police Officer:	<input type="checkbox"/>	Date of joining Hertfordshire Police Force:	<input style="width: 100%;" type="text"/>
Surname:	<input style="width: 100%;" type="text"/>	Forename(s):	<input style="width: 100%;" type="text"/>
Date of birth:	<input style="width: 100%;" type="text"/>	Email:	<input style="width: 100%;" type="text"/>
Address:	<input style="width: 100%;" type="text"/>		
	<input style="width: 100%;" type="text"/>		

By signing this application form, you confirm that you are a subscribing member of the Police Federation and have not been absent from the employer's service on account of ill-health or injury at any time during the eight weeks preceding this application.

It is important that the information you have provided to us is to the best of your knowledge true, accurate and complete and reflects your current circumstances. If your circumstances change, please inform us. If we or the insurer discover that the details provided to us are untrue, inaccurate or incomplete, this may result in refusal of a claim and/or your policy being cancelled or treated as if it never existed.

**Membership of the scheme is at the reduced premium of £22.93 per month for the first 12 months of service, following which the full premium of £35.90 will be deducted from your salary each month.**

I wish to join the Group Insurance Scheme and hereby authorise the deduction of the applicable premium, which includes the Federation's administration fee of £1.25 and Insurance Premium Tax (IPT), from my pay in respect of my membership of the scheme.

Signed:	<input style="width: 100%;" type="text"/>	<i>*The premiums will be subject to periodic review and may go up or down.</i>
Date:	<input style="width: 100%;" type="text"/>	
Officer's Force No:	<input style="width: 100%;" type="text"/>	

**Cover is conditional to continued membership of the scheme and ceases at age 70. Some benefits reduce or cease on retirement from the police service and benefits change again at age 65. Please refer to the Federation or Gallagher for further information.**

**Beneficiary details** (Please notify the Federation immediately of any changes to your personal or beneficiary details)

Surname:	<input style="width: 100%;" type="text"/>	Forename(s):	<input style="width: 100%;" type="text"/>
Address:	<input style="width: 100%;" type="text"/>		
	<input style="width: 100%;" type="text"/>		
Email:	<input style="width: 100%;" type="text"/>	Relationship to member:	<input style="width: 100%;" type="text"/>

The maintaining of an up-to-date will is advised. Payments are made by the Trustees under the terms of the 'Trust Deed', which would normally be to the member's chosen beneficiary. The Trustees will, at their own discretion, agree payment in the event of a life claim. I understand that in all matters, in accordance with the Trust Deed, the decision of the Trustees is final.

Date joined scheme:	<input style="width: 100%;" type="text"/>	Payroll number:	<input style="width: 100%;" type="text"/>
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**Please read the Data Privacy Notice on the reverse of this application form.**

## Data Privacy Notice

How do we maintain your privacy?

We are an authorised representative of Arthur J. Gallagher Insurance Brokers Limited (“Gallagher”) and we may share your personal data with Gallagher. Gallagher are the controller of any personal data you provide to them or personal data that has been provided to them by a third party such as ourselves. Gallagher collect and process personal data in order to offer and provide insurance services and policies and to process claims. Personal data is also used for business purposes such as fraud prevention and detection, financial management, to generate risk modelling, conduct analytics including to advise, improve and develop their products and services and to comply with their legal and regulatory obligations. This may involve sharing information with, and obtaining information from, their group companies and third parties such as (re)insurers, other brokers, loss adjusters, credit reference agencies, service providers, professional advisors, their regulators or fraud prevention agencies.

Gallagher may record telephone calls to help them monitor and improve the service they provide as well as for regulatory purposes.

Please see Gallagher’s Privacy Notice for further information on how your personal data is used, shared, disclosed and retained, your rights in relation to your personal data and how to contact their Data Protection Officer.

Gallagher’s Privacy Notice can be found at <https://www.ajg.com/uk/privacy-policy/>. From time to time they may make important updates to their Privacy Notice and these may in turn affect the way they use and handle your data. Please ensure you review their Privacy Notice periodically to ensure you are aware of any changes.

If you are providing Gallagher with personal data of another individual that would be covered under the insurance policy they may be placing or services they may provide to you, you shall ensure that you have obtained all appropriate consents, where required, tell them you are providing their information to Gallagher and show them a copy of this notice. You must not share personal data with Gallagher that is not necessary for them to offer, provide or administer their services to you.



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