|  |  |
| --- | --- |
| A drawing of a person  Description automatically generated | **Freedom of the City of London** |

**Proxy application by redemption in a Livery Company** –please complete all sections

|  |  |  |
| --- | --- | --- |
| **Applicant’s details**  To be completed by the applicant or the Clerk.  **Title**  **First names**  **Surname**  **Decorations** for example MBE, OBE, KC  **Home address**  Postcode  Country |  | **Nationality**  **Email address**  **Daytime phone number**    **Occupation** - for example, company directors, managers should state the nature of your business.    **Are you retired?** Put an ‘X’ in one box  NoYes |

|  |  |  |
| --- | --- | --- |
| **Father’s details** please include details even if deceased  **Title**  **First names**  **Surname**  **Decorations** (for example, MBE, OBE, KC)  **Home address** current or last address  Postcode  Country |  | **Occupation** - please include details even if deceased or retired    **Is your father deceased?** Put an ‘X’ in one box  NoYes  **If your father was a Freeman of the City of London please complete the details below**  **Enter the date when the Freedom of City of London was granted** DD MM YYYY  **Enter the name of the Livery Company** - if applicable |

|  |  |  |
| --- | --- | --- |
| **Mother’s details** please include details even if deceased  **Title**  **First names**  **Maiden name**  **Surname**  **Decorations** (for example, MBE, OBE, KC)  **Home address** current or last address  Postcode  Country |  | **Occupation** - please include details even if deceased or retired    **Is your mother deceased?** Put an ‘X’ in one box  NoYes  **If your mother was a Freeman of the City of London please complete the details below**  **Enter the date when the Freedom of City of London was granted** DD MM YYYY  **Enter the name of the Livery Company** - if applicable |

| **Declaration**  Please sign and date the application. To be completed by the applicant or the Clerk – sign accordingly.  **Signature of the applicant Signature of the Clerk** |
| --- |
| **Date** DD MM YYYY |

**What to do now**

Please send the completed form along with scanned copies or clear photographs of the following documents to [Court.Assistant@cityoflondon.gov.uk](mailto:Court.Assistant@cityoflondon.gov.uk):

* the applicant’s **full birth** certificate (we cannot accept a short birth certificate) or adoption certificate
* the Livery Company Freedom Certificate

You may need to send the following copies if they apply to you:

* one copy of change of name deed, valid passport, driving licence or similar evidence of change of name – if you are using names other than on your birth, adoption or marriage certificates
* a copy of a marriage or divorce certificate – only required if you are not using your maiden name
* a copy of a naturalisation certificate

**Payment**

The Freedom fee of **£180** can be paid electronically into our account:

**Account Name:** City of London Corporation

**Sort Code:** 30-00-02

**Bank:** 00196091

**IBAN:** GB70 LOYD 3000 0200 1960 91

When making a payment you must reference **‘Freedom’** followed by your surname.

**PRIVACY statement:**

The City of London Corporation is a data controller and processes the personal and special category data provided in accordance with the United Kingdom General Data Protection Regulation (UK GDPR) and the Data Protection Act 2018. For full details of how and why the City of London Corporation processes personal data, please refer to the full privacy notice at [www.cityoflondon.gov.uk/privacy](http://www.cityoflondon.gov.uk/privacy), and review the document entitled Chamberlain’s Court Privacy Notice.

Please note the data that we collect from you will be processed in the UK. However, should you be submitting your application from a destination outside of the UK we note that by submitting your application, you agree to this processing of your personal data both within the UK and the country from which the application is submitted. The City of London will take all steps reasonably necessary to ensure that your data is treated securely and in accordance with this privacy policy.

Should you require any further information or if you would to request a hard copy of the privacy notice, please contact our Information Officer via email at: [information.office@cityoflondon.gov.uk](mailto:information.office@cityoflondon.gov.uk).