



Dear Applicant

Thank you for contacting us and, as requested, we are pleased to enclose a Registration Form which we should be glad if you would **PRINT OUT** complete, sign and return to us with a *recent* photograph and *evidence of eligibility to work in the UK (see Registration Form) **. We recommend you send the Form and enclosures to us by Recorded Delivery. We do not accept liability for documents lost in the post. **PLEASE DO NOT FILL IN THE FORM ON LINE - WE NEED TO RECEIVE IT IN THE POST WITH ORIGINAL SUPPORTING DOCUMENTATION**

Powergirls' bookings are handled by regional Booking Supervisors. Once you have completed the Registration process, a copy of your details will be sent to your Booking Supervisor and you will be notified the name and telephone number of your Booking Supervisor. She will keep your details on file and will contact you when suitable work becomes available for you in your area - although you should bear in mind that work is not always available in every area all the time so don't worry if you don't hear back from us immediately. (Each time you are booked for an assignment, you will be sent a contract confirming the details of the booking as well as a full briefing document about the promotion which you will be working on.)

However, once you are fully registered, do feel free to ring your Booking Supervisor just to introduce yourself and advise your availability for work. *You may find you often get their answerphone - do leave a message, but don't worry if you do not get a call back to acknowledge your message.* The Supervisor will have noted all your details but, at busy periods, they only have time to contact people if they have suitable work to offer them.

Return your completed form and ID documents to:-

Registration Department
Powergirls Limited
Vine Court
Chalkpit Lane
Dorking
Surrey RH4 1AJ.

Telephone: 01306 640980
Fax: 01306 646981
Email: registration@powergirls.co.uk
Website: www.powergirls.co.uk

Registration Form COMPLETE USING BLOCK CAPITALS ONLY

■ A passport size photograph should be submitted with this application as a minimum requirement. However, where possible, please also supply a larger photograph

Office Use Only	
Person Code	
W/H	
TM/Sup	

<p>Date of Application _____</p> <p>Mr/Mrs/Miss First name(s) _____</p> <p style="padding-left: 40px;">Surname _____</p> <p>Home Address * _____</p> <p>_____</p> <p>Town _____</p> <p>County _____ Postcode <table border="1" style="display: inline-table; border-collapse: collapse;"><tr><td style="width: 15px; height: 15px;"></td><td style="width: 15px; height: 15px;"></td><td style="width: 15px; height: 15px;"></td><td style="width: 15px; height: 15px;"></td><td style="width: 15px; height: 15px;"></td><td style="width: 15px; height: 15px;"></td><td style="width: 15px; height: 15px;"></td><td style="width: 15px; height: 15px;"></td></tr></table></p> <p>CONTACT DETAILS please supply all 3.</p> <p>Phone Nos': Home _____ Answer machine? Yes / No</p> <p style="padding-left: 40px;">Fax Machine? Yes / No Fax No. _____</p> <p style="padding-left: 40px;">Mobile _____ Voice Mail set up? Yes / No</p> <p>Email Address _____</p> <hr/> <p>Do you have <u>regular</u> access to the internet? YES / NO</p> <p>If YES, is this via A COMPUTER / A MOBILE PHONE / BOTH</p> <p>Do have access to a computer at home? YES / NO</p> <p>Generally, do you check emails? DAILY <input type="checkbox"/> EVERY COUPLE OF DAYS <input type="checkbox"/></p> <p><i>Tick as appropriate?</i> WEEKLY <input type="checkbox"/> OCCASIONALLY <input type="checkbox"/></p> <p>Do you have the ability to print out emails ? YES / NO</p>									<p>* If a university/college student and you would be interested in work during term time, please give term time address below</p> <p>_____</p> <p>_____</p> <p>Town _____</p> <p>County _____</p> <p>Postcode _____</p> <p>Please give the approximate dates of when you will be at the above address?</p> <p>_____</p> <p>_____</p> <hr/> <p>Date of Birth _____</p> <p>Clothing Size _____</p> <p>Height _____ ft/ins</p> <hr/> <p>Are you a car driver? YES / NO</p> <p>Do you own a car? YES / NO</p> <p>What is the maximum distance you would travel for work?</p> <p style="padding-left: 40px;">If travel unpaid _____ miles</p> <p style="padding-left: 40px;">If travel paid _____ miles</p> <p>Do you own a digital camera? YES / NO</p> <p><small>(Some assignments, particularly merchandising, require staff to send in photos of displays etc.)</small></p>
<p>For how long do you envisage yourself continuing to be available for promotional work? <i>(Tick as appropriate)</i></p> <table style="width:100%"> <tr> <td style="width:50%">Indefinitely <input type="checkbox"/></td> <td style="width:50%">For the next 2 or 3 years <input type="checkbox"/></td> </tr> <tr> <td>For the next year <input type="checkbox"/></td> <td>For the next 6 months <input type="checkbox"/></td> </tr> </table>		Indefinitely <input type="checkbox"/>	For the next 2 or 3 years <input type="checkbox"/>	For the next year <input type="checkbox"/>	For the next 6 months <input type="checkbox"/>				
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QUALIFICATIONS

Do you have any formal Beauty Training Qualifications? YES / NO	If, Yes, please give details and attach any copy Certificates
If No, but you are undergoing training or have experience in working in beauty salon, please give details below.	
Are you a qualified Manicurist/ Nail Technician? YES / NO	If, Yes, please give details and attach any copy Certificates
Do you have a Food Hygiene Certificate?	YES / NO
If YES, please attach a copy of your Certificate	
If you have any other training or experience that could be useful in promotional work, e.g. trained chef, please give details	

Previous Experience Preferred Work

Please supply brief details all work undertaken in the last 2 years.

Tick the column on the right to indicate the work you are most interested in. Put an X against any type of work you would not want to be considered for.

	Date (e.g. Mar 06)	Location, e.g. Boots	Product	Brief Description of Job	Preferred Work
Merchandising					
In store demonstrations on skin care/fragrance/healthcare/personal care type products					
In store demonstrations on cosmetics / nails (particularly involving mini makeovers/manicures)					
In store demonstrations on electrical products, e.g. coffee machines, food processors, computers etc.					
Mystery Shopping					
Food sampling (where food preparation but no cooking is required)					
Food sampling (where cooking is required)					
Promotions in Cash & Carrys					
Promotions in pubs or clubs					
Selling in / car sales (e.g. calling on outlets to sell in a new product or to encourage ordering)					
Telesales					
Exhibitions / trade shows / County Shows etc.					
General Retail experience					
Supervisory experience					
Other					

Powergirls/Warehouse Demo Services carry out promotions, merchandising and mystery shopping in outlets nationwide and supply demonstrator staff on a regular basis to 21 Costco Warehouses in various locations around the country. Please indicate whether you are interested in all available work, non-Costco work only or Costco work only.
Tick as appropriate
 N.B. To work in Costco, you need to be aged 18 or over

- All work
- Non-Costco Only
- Costco Only

EDUCATION/OTHER SKILLS

Please give details of any higher education or business qualifications you may have	
Please list any computer software programs you have ability with (e.g. Word/ Excel)	
If you have any office/administrative skills, please give details	

OTHER INFORMATION

For how long have you been doing promotional work?	
What attracts you to this type of work?	
How would you describe your personality?	
Are you able to stay away from home for up to 4 nights? (e.g. to attend training sessions)	YES / NO
Which days of the week are you able to work?	Mon <input type="checkbox"/> Tue <input type="checkbox"/> Wed <input type="checkbox"/> Thu <input type="checkbox"/> Fri <input type="checkbox"/> Sat <input type="checkbox"/> Sun <input type="checkbox"/>
When are you not able to work? (i.e. School holidays, weekends etc)	
Do you have any ongoing health problems or medical condition? If YES, please give brief details (Note: If accepted for work in Costco, you will at that time be asked to complete a more detailed Health Questionnaire)	YES / NO
Please list any criminal convictions not time expired	1. 2. 3.
Please provide details of 2 referees (at least one of whom must be a previous employer) who we may contact for references should you be accepted for employment.	
Name: Address: Telephone No.	Name: Address: Telephone No.
As you may be offered work in various locations as a member of Powergirls or Warehouse Demo Services, you may wish to provide us with a contact name of someone with whom we can get in touch with in an emergency, for example if you became ill.	
EMERGENCY CONTACT NAME _____	
CONTACT NUMBERS 1. _____ 2. _____	

REMEMBER TO SUBMIT YOUR PHOTOGRAPH(S) WITH THIS APPLICATION

Some clients ask to see photographs of staff who are booked to work for them. Are you happy for us to forward your photo to clients for work for which you have been booked or are being considered for?	YES / NO
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I confirm that the information given on this form is correct to the best of my knowledge and that I am happy for you to approach previous employers for references	
Signature _____	Date _____

Evidence of Eligibility to Work in the UK

Document checks for employers under the Asylum and Immigration Act 1996, Section 8 - Prevention of illegal working

- **Prevention of illegal working – changes introduced 1st May 2004**

With effect from 1st May 2004, the documents you need to produce to any potential employer to establish your entitlement to work in the United Kingdom have changed. There is a choice of documents you can provide to satisfy the requirement. Usually the easiest to produce will be either of the following:

1. a) a full birth certificate issued in the U.K. which specifies the names of one or both of the holder's parents
AND
b) a document showing your name and your permanent National Insurance Number. This could be a payslip, P45, P60, National Insurance card or a letter from a Government Agency

OR

2. A **current** passport showing that the holder is a British Citizen or has the right of abode in the UK

OR

If a Foreign National without the right of abode in the UK

3. A **current** passport which includes a Working Visa

(You may also need to provide a marriage certificate, divorce certificate, or a deed poll or statutory declaration, to show a clear link to your current name if different from that shown on your UK passport or the documents you are enclosing.)

We must see the **original** documents - we cannot accept photocopies. If applying for work in a Costco warehouse, the supervisor can copy these when you attend for interview. Otherwise, you will need to send them to us and we will photocopy them for our files and return to you within a few days. WE RECOMMEND YOU SEND THESE DOCUMENTS BY RECORDED DELIVERY.

N.B. We will be unable to process any claim for payment until we have seen and registered the documents from you proving eligibility to work in the UK. All Powergirls contracts will only become legally binding once we have been provided with evidence of eligibility to work in the UK.

If you do not have any of the documents detailed above, please contact us for guidance on 01306 640980 and we can go through the options with you. or, if applying for work in Costco, ask your Costco Supervisor for full details of what can be provided

PLEASE ENSURE THE FOLLOWING SECTION IN COMPLETED BEFORE SENDING IN YOUR APPLICATION

First name(s) _____ Surname _____ Code _____
For Office Use only

- A. Enter the documents you are supplying as evidence of eligibility to work in the UK

1.	
2.	
3.	

- B. If you are a foreign student without the right of abode in the UK and are therefore restricted to a maximum of 20 hours work a week during term time, please tick box

- C. Enter your National Insurance Number

- - - -

If you do not currently have a National Insurance Number, you will need to ensure you obtain this as soon as possible after starting work with us. You can obtain more information from the following website:

http://www.direct.gov.uk/en/MoneyTaxAndBenefits/BenefitsTaxCreditsAndOtherSupport/BeginnersGuideToBenefits/DG_10014073

