



# APPLICATION FORM

## INDIVIDUAL

STUDENT ☐

PROFESSIONAL ☐

### Identification data | Required for unambiguous identification of the member

Full Name*	<input type="text"/>		
Short Name	<input type="text"/>	(For anonymous identification in communications)	
Identification*	Citizen Card <input type="checkbox"/>	Passport <input type="checkbox"/>	Other <input type="text"/>
N.º*	<input type="text"/>	Expiration date*	<input type="text"/>

### Contact details | Required to deliver benefits and inform about institute activities

Email 1*	<input type="text"/>	Telephone 1*	<input type="text"/>	<input type="text"/>
Email 2	<input type="text"/>	Telephone 2	<input type="text"/>	<input type="text"/>

### Billing data | Required for issuing invoices and receipts with tax identification

Name (Person/company)*	<input type="text"/>		
Address	<input type="text"/>		
Postal Code*	<input type="text"/>	Country	<input type="text"/>
VAT Number*	<input type="text"/>		
Payment Mode*	Semester <input type="checkbox"/>	Annual <input type="checkbox"/>	
Payment Method*	Bank transfer <input type="checkbox"/>	Payer's Name	<input type="text"/>
	Paypal <input type="checkbox"/>	Paypal account email	<input type="text"/>
	ATM <input type="checkbox"/>	(by checking this option you will receive an ATM Reference to make the payment)	

### Professional Data | Supplementary data that help us improve our service

Profession	<input type="text"/>
Basic Training	<input type="text"/>
Activity sectors where you work	<input type="text"/>

### General Data Protection Regulation

I declare that I was informed that the personal data contained in this form will be processed by the Business Case Institute® represented by Renato Lopes da Costa, who can be contacted at [info@businesscaseinstitute.org](mailto:info@businesscaseinstitute.org) or by letter to the address identified in the footer.

In particular, I was informed that:

- The purpose for collecting the data contained in this form is specifically identified in each section.
- All data is collected and processed under number 1, paragraph b) of Article 6 of the GDPR;
- Data for invoicing is transmitted to the Accounting Office;
- All data identified as mandatory is permanently preserved. The remainder are maintained for up to 3 years after the member ceases to be;
- As data subject I have the right to request access to it, to request its rectification, and also the right to complain to the National Data Protection Commission ([www.cnpd.pt](http://www.cnpd.pt)).

Date\*

Signature\*  
Handwritten  
or  
Digital

All fields marked with \* are mandatory

All fields marked with \* are mandatory

INTERNAL  
USE

Reception Date:

Handled by:

Member N.º

Comments:

