

## Catholic Ministry Formation Register

### Church Entity Registration and Contact Person Nomination Form

The Catholic Ministry Formation Register (CMFR) is intended to keep a record of those in formation for ministry as clerics or religious. This will aid in the screening of applicants and serve as a historical record of formation.

By signing this form you are registering your Church entity to use the CMFR. This includes the requirement to register applicants for formation. This will be carried out by the nominated CMFR Contact Person. Basic details about such applications may be disclosed to another Church entity. This will occur where a subsequent application has been made by the same person, or a nominated Contact Person has requested a name check.

The CMFR is administered by Australian Catholic Safeguarding Ltd (ACSL). The information on the CMFR will be managed in accordance with ACSL's privacy policy and all relevant laws. Please see our privacy statement on the next page for further details.

### Church Entity Registration

#### Church Authority's Details

1. Name:
2. Title:
3. Church Entity:

#### Church Authority's Affirmation:

I consent to \_\_\_\_\_ being registered as a Church entity on the CMFR, and to the requirements of participation.

Signature:

Date:

## **CMFR Contact Person Nomination**

### **Details of Nominee**

1. Name
2. Role
3. Email Address
4. Phone Number

### **Church Authority's Affirmation:**

I nominate the person identified above to work on my behalf with the CMFR. This person will have the authority to submit notices of applications, inquire as to whether a contact is present on the database and will be responsible for maintaining our records on the database. This person is aware of these roles and responsibilities. I have ensured that the information that is provided above is correct.

Signature

Date

### **CMFR Contact Person's Affirmation:**

I understand that cooperation with the CMFR will be required of me as CMFR Contact Person for my Church entity. This will include preparing notices of application and providing annual updates on those in formation with my Church entity. I will provide such updates in a timely manner and will ensure, to the best of my knowledge and ability, that all information provided to the CMFR is complete and correct.

Signature

Date

### **Privacy Statement**

The information provided on this form will be kept securely and only accessed by ACSL staff for the purposes of managing it. This storage and handling will occur in accordance with ACSL's [privacy policy](#) and all relevant laws, including the Privacy Act 1988 (Privacy Act). Disclosure, modification or additions to this information will occur as set out in the CMFR policy.