

Woodbury History Society

General Data Protection Regulation (GDPR) 2018

Woodbury History Society collects your personal data, and uses it in order to run the affairs of the Society. The Committee of the Society is responsible for the security and use of that data, and the Membership Secretary undertakes its collection, maintenance and security on behalf of the Society.

The Society collects personal information you volunteer about your name, address, telephone number and e-mail address. The information is used to maintain membership records, keep accounts, inform you of meetings, organise events, send out newsletters and disseminate relevant news and information.

The Membership Secretary may pass personal data to Committee Members who have a reason to need it and to a member appointed by the committee to organise a specific event. Personal information is not passed to any other party.

Personal information collected by the Society will be kept secure. Your information will be kept for as long as you remain a member, and for 18 months after you cease to be a member in case you decide to re-join. You are responsible for updating information held by the Society by informing the Membership Secretary when it changes. If you do not renew your subscription within 18 months of your membership of the Society expiring, your personal information will be deleted.

You have the right to ask to see your record at any time, and to update incorrect or incomplete information about you. You may restrict the use of the information. You may ask for the information to be deleted, and it will be deleted from the membership list and future documents, but you will not then receive e-mails, newsletters or communications from the Society.

The Society's Data Privacy Notice may be seen on request.

I consent to the use of the following personal information by the Society.

Name (print):

Address:

Postcode:

Telephone number:

E-mail address:

Signed:

Date: