

[INSERT ORGANISATION NAME & LOGO]

We hope you've enjoyed being with us and we would love to stay in touch with you. If you would like to continue to be informed of future events and other [insert name of organisation] news please tick the box below and let us have your contact details.

Name \_\_\_\_\_

Email Address: \_\_\_\_\_

If you tick the box, we will add you to our mailing list. You can unsubscribe at any time, by contacting the Office at [insert email address] ☎ [insert phone number].

[Insert name of organisation] *is a Registered Charity. No [ ] Registered Company [ ]*

**[INSERT ORGANISATION NAME & LOGO]**

Your privacy is important to us, and we want to continue to communicate with supporters in a way which has their consent, and which is in line with UK law on data protection. As a result of a change in UK law, we now need your consent to how we contact you. Please fill in the contact details you want us to use to communicate with you:

Name \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Email Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

By signing this form you are confirming that you are consenting to [INSERT NAME OF ORGANISATION], holding and processing your personal data for the following purposes (please tick the boxes where you grant consent):-

I consent to you contacting me by [Symbol] post [Symbol] phone or [Symbol]email.

To keep me informed about news, events, activities at [INSERT NAME OF ORGANISATION] (*note you can unsubscribe from the e-bulletins at any time*);

To send information about specific fundraising activities and events

Signed: \_\_\_\_\_ Dated: \_\_\_\_\_

You can grant consent to all the purposes; one of the purposes or none of the purposes. Where you do not grant consent we will not be able to use your personal data; (so for example we may not be able to let you know about forthcoming services and events); except in certain limited situations, such as where required to do so by law or to protect members of the public from serious harm. You can find out more about how we use your data from our "Privacy Notice" which is available from our website or from the Office.

You can withdraw or change your consent at any time by contacting the Office Manager [INSERT NAME OF ORGANISATION & ADDRESS] or [INSERT EMAIL ADDRESS]. Please note that all processing of your personal data will cease once you have withdrawn consent, other than where this is required by law, but this will not affect any personal data that has already been processed prior to this point.

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