



## **Cowfold Village History Society**

### **Privacy Policy**

Cowfold Village History Society (CVHS) is a local history group that aims to promote the history of the village in the community. Membership is by yearly subscription.

#### **What personal data we collect**

CVHS collects personal data from members comprising name(s), address, email address, telephone number. Other personal data may be collected such as attendance lists at events and involvement in society projects.

#### **How we store the data**

CVHS will store your data on a membership database, renewals list, mailing list and event/project lists.

#### **What we do with the data**

CVHS will use the data to provide members with details of meetings, membership information, projects and occasionally local history news. We make every effort to ensure that the information we hold is accurate and up to date. We will hold the data for one year after a member does not renew unless requested otherwise. We do not share data with other organisations.

#### **What control members have over the data**

Members can check the information that we hold by contacting the society's membership secretary or secretary. They may request their information be removed from the database at any time.

22 May 2018