



# GDPR CONSENT FORM

Name: \_\_\_\_\_ WI: \_\_\_\_\_

Your WI will securely store data from your WI Registration form on the Membership Communication System (MCS) and only use it to contact you about WI and Federation events.

Please also indicate if you do or do not consent to the following:

**IMAGES:** The WI\* take photos/videos of members at events/meetings.

- Do you consent to The WI taking videos/photographs of you? **Yes/No**
- Can The WI use them in printed and online publicity (including WI Life, The WI Hive and SW Website) and on social media? **Yes/No**

**BIRTHDAYS:** The WI likes to celebrate birthdays.

Please include your birthday if you consent to it being shared: \_\_\_\_\_

**DIRECT MAILING:** Suffolk West sends The WI Hive via Mailchimp direct to members.

- You can sign up online via the Suffolk West website
- or your WI Secretary can submit your email address to the Federation Secretary if you consent? **Yes/No**
- I understand correspondence includes (but not limited to) The WI Hive, Federation events promotion and notices from the Federation & National Federation of WIs. **Yes/No**

**COMMITTEE MEMBERS ONLY:** To manage your WI and organise extra activities

- Do you consent to your contact details being shared with members and other committee members? **Yes/No**
- Do you consent to your contact details being shared publicly as a contact for your WI? **Yes/No**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\*The WI refers to both your WI and Suffolk West Federation.

WI Secretary: Please keep this form with your other WI documents for your reference. Email addresses for The WI Hive can be submitted via email to [office@swfwi.org.uk](mailto:office@swfwi.org.uk)

### **Your Rights**

You have the right to request a copy of the information held about you and to request corrections or deletions of the information. You can ask your WI and Suffolk West Federation to stop using photos/videos of you at any time, in which case they will not be used in future publications but may continue to appear in publications already in circulation. You can unsubscribe from The WI Hive anytime via your email. You have the right to lodge a complaint regarding data protection issues with the Information Commissioner's Office (<https://ico.org.uk/make-a-complaint/>).

### **Contact Details**

If you have any questions about this consent form, or about how The WI uses your personal information, please contact Rachel Hows the Federation Secretary via [office@swfwi.org.uk](mailto:office@swfwi.org.uk)