

## DATA CONSENT FORM

Your privacy is important to us, and we want to communicate with church members in a way which has their consent, and which is in line with UK law on data protection. We are required to hold certain information such as name and address for Electoral Roll members but we need your consent to how we contact you for other purposes. Please fill in the contact details that you wish us to use:

Name \_\_\_\_\_

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

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

Land-line Telephone Number: \_\_\_\_\_

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

By signing this form you are confirming that you are consenting to the PCC of St Matthew's holding and processing your personal data for the following purposes (please tick the boxes where you grant consent):-

I consent to the church contacting me by  post  phone  mobile or  email.

To keep me informed about news, events, activities and services at St Matthews.

To including my details in the 'Church Directory'. See below for details.

The 'Church Directory' is a subset of the Church Database (called MyChurchSuite) that is viewable online by church members (only). On request to the office you can have access and can keep it up to date yourself, including what information is visible to others (name, address, email, telephone, mobile). At irregular intervals a paper copy with the same contents is published for the benefit of those members without online access. The online tool also allows you to keep other information up to date that we hold for administration purposes. This other data is only visible to church staff and officers.

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 at <http://stmatthews-bristol.org.uk/wp-content/images/Data-Privacy-Notice.pdf> or from the Parish Office.

You can withdraw or change your consent at any time by contacting the Parish Administrator at St Matthew's Church Office, Clare Road, Kingsdown, Bristol, BS6 5TB or [office@stmatthews-bristol.org.uk](mailto:office@stmatthews-bristol.org.uk). 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.