

General Data Protection Regulation and e-Privacy: Friends of Richmondshire Choral Society

Richmondshire Choral Society complies with GDPR rules on the storage and processing of individuals' data. In GDPR terms, Richmondshire Choral Society is the Data Controller.

Friends data, both paper and electronic records, are held by the Friends Secretary for the time being and may be shared with other Committee Members of Richmondshire Choral Society who are organising choir activities that may also be of interest to Friends.

Whose data do we hold?

We hold data on individuals who are Friends of Richmondshire Choral Society and individuals who have sponsored a Society concert.

What data do we hold?

Each record includes some or all of:

- Name
- Postal address
- Telephone number
- Email address
- Friends membership history

What do we use the data for?

We use the data to send members of the RCS Friends scheme information, newsletters and occasional feedback requests about membership, concerts, etc. and details of the benefits of Friends membership.

We retain Gift-Aid authorisations as required by Her Majesty's Revenue and Customs.

Privacy and transparency

- We do not receive your bank details if you pay by bank transfer.
- We will never give or lend any individual's data to any other organisation.
- We will make any individual's data record available to that individual on request.
- You can opt out of receiving group emails and/or individual emails and/or postal contact at any time.
- We will delete any individual's data record on request from that individual.*
- At our own discretion, we shall delete the email address of any individual who has not been a member of the Friends of RCS for four years.

* HMRC requires that we keep for seven years the records of any individual whose donation has been Gift Aided.

Note that if you choose not to share your data with us or ask us to delete it we shall not be able to provide you with certain information and, in the case of Members, we shall be unable to prompt you to renew your Membership or to supply you with certain Member benefits.

Queries should be addressed to rcsfriends@richcoral.org.uk.