



Hitchin Spiritualist Church

WHINBUSH ROAD, HITCHIN, HERTS SG5 1PZ
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To the Membership Secretary **CONFIDENTIAL GENERAL DATA PROTECTION FORM**

Please note that these forms need to be updated every two years, however, we ask for you to update every year so that we have your consent to hold your current information and confirm this is all correct and your most updated wishes. We cannot hold your information or accept a membership request or renewal without this form.

CONSENT FORM FOR THE CENTRE TO RETAIN MEMBERSHIP DETAILS WHEN AN INDIVIDUAL RESIGNS FROM THE CENTRE (OR DOES NOT RENEW THEIR MEMBERSHIP)

The data controller for churches in the Spiritualists National Union (SNU). The Data Protection officer at the SNU can be contacted at: -
Spiritualists' National Union, Redwoods, Stansted Hall, Stansted, Essex, CM24 8UD or via telephone: 01279816363

The name of the centre is the representative. The legitimate aim of the centre is to ensure they hold accurate and up-to-date details of the members and facilitate administrative process in accordance with the church rules and SNU process.

The retention period of your data is for as long as you remain a member of the church.

Your rights are as follows:

1. The right to be informed of what data is held on you and how it will be used
2. The right of access to the information held by the church
3. The right to have your information corrected
4. The right to have your data erased
5. The right to restrict processing of your data
6. The right to data portability where practical and feasible – this may include transferring your data to another church/centre/SNU
7. The right to object to your data being held and processed
8. The right not to be subjected to an automated decision which produces a legal effect or a significant effect on you. In these circumstances, you can request human intervention: express your point of view; and obtain an explanation of the decision and challenge it.

The centre would like to retain the details of your membership for a period of two years. The reason for storing your data is to provide a record of centre membership required for members wishing to undertake awards and accreditations with the Spiritualist National Union.

Under Data Protection Principle 5 and to comply with the General Data Protection Regulation Article 5(1)(e) there is a requirement to ensure personal data is not retained for longer than necessary. To comply with the above, we must obtain your consent to hold your data for the purpose explained above. Any data stored beyond the end of your membership will be held securely. Please complete the form on the next page to indicate your preference.

Name of the Church: Hitchin Spiritualist Church

Please indicate your consent for us to hold your data for a period of two years following the end of your centre membership below. Should you agree to us retaining your data we may share your details with the Spiritualist National Union for administrative purposes.

Please choose one of the below options.*

☐

Yes, I agree with you holding my personal details for the purpose of the above.

☐

No, I do not agree to you holding my personal details and request you delete them securely

Members Name*: _____ Signature*: _____

Date*: ____ / ____ / ____

Church Roll Book

The church roll book, which you will have signed to signify your acceptance of Spiritualism as your chosen religion based on the Seven Principles, when you are invited into full centre membership, is the centre archive and an important historical document.

Should you decide to terminate your centre membership, it would be helpful if you would consent to your personal details being kept in the roll book, as to remove them would deface and spoil this important document.

Name of the Church: Hitchin Spiritualist Church

Please indicate your consent for us to retain your personal details in the centre roll book, in perpetuity, following the end of your centre membership below. Should you agree to us retaining your data we may share your details with the Spiritualist National Union for historical research and administrative purposes.

Please choose one of the below options.*

☐

Yes, I agree with you holding my personal details for the purpose of the above.

☐

No, I do not agree to you holding my personal details and request you delete them securely

Members Name*: _____ Signature*: _____

Date*: ____ / ____ / ____

Having given your consent and where you want to change your mind in the future, you have the right, in accordance with the General Data Protection Regulations, to request your personal data to be deleted by sending an email to contact@hitchinspiritualistchurch.co.uk.

This form will be stored securely and confidentiality until the expiry of the two-year period. If you wish your details to be deleted prior to the expiry of the two-year period, please contact us on the previously mentioned email address..