

## Data Protection and Privacy Policy for Bingham Twinning Association

Bingham Twinning Association (BTA) is a membership organization founded in 1984. The aim of BTA is to promote links of friendship and exchanges at all levels between the people of the town of Bingham, Nottinghamshire and the town of Wallenfels, Bavaria, Germany.

By completing an application form, you agree to the terms in this policy, which provides information about why we hold your personal information and what we do with it.

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1. We will ask you to provide the following information:

- Name
- Address
- Email
- Home and/or mobile phone number

From our normal accounting activities we will also obtain subscription information relating to how you pay your membership subscription.

2. Your information is held on our secure server.

3. We will use this information to contact you in order to provide membership information such as the following:

- Social events
- Meeting dates
- Subscription reminders
- Any other association business

We do not use your information for marketing or direct selling purposes.

4. Your information is available for use by the executive officers of BTA i.e.

- Chairperson
- Vice Chairperson
- Secretary
- Treasurer
- Membership Secretary

It might on occasion be necessary to share your information with additional committee members but only for the conduct of BTA business and only with the agreement of the Chairperson.

We do not share your information with any other clubs or societies, or any other organisations of any kind, unless legally obliged to do so by a statutory body such as the police or other government agency for use in the course of their own investigations.

Likewise, we will not obtain further information about you from any other organisation.

5. We will retain your information for the duration of your membership.

6. You have the right to withdraw your consent for the use of any part of your information at any time by contacting the Membership Secretary.

7. You also have the right to have all information deleted permanently from our records. At this point your membership would be forfeit.

8. You can contact us by emailing

[BinghamTwinning1984@gmail.com](mailto:BinghamTwinning1984@gmail.com)

Or by contacting any committee members whose details are published periodically in our mailings and emails to you.