

GENERAL DATA PROTECTION REGULATIONS (2018)

As an Independent Civil Celebrant, I work alongside you and any other professionals involved in the Funeral Service. I am only responsible for the ceremonial part of the service, and I am regulated by the Academy of Professional Celebrants.

I am committed to protecting and respecting your privacy. In accordance with the General Data Protection Regulations (GDPR), from 25th May 2018, businesses, regardless of size, are required to obtain explicit consent to process, keep, protect and handle all personal information relating to their clients. You have the right to access the information you provide; update and correct mistakes and you have the right to ask me to delete your information. This is called 'the right to be forgotten'.

I do not sell or rent your personal information to anyone.

I do not share your information with third parties for marketing purposes.

I treat your information as highly confidential and so all hard copies of information are appropriately disposed of, via shredding after one year or earlier on request from you.

As a Celebrant, I collect information about you and your family and friends. This information is used for the sole purpose of creating a ceremony that you have commissioned.

To ensure your ceremony is as you want it, I may be required to share some of your information with your other chosen Funeral Director or venue manager.

I keep electronic copies of actual ceremonies and email correspondence between us in a secure folder within Google Drive on a password protected website, for future reference and for my own personal tax purposes.

By engaging in my services you give your consent, to the following:

- Collecting and processing your personal data, and that of your family for the sole purpose of creating a Funeral ceremony that you have commissioned
- Keeping and storing your data, as described above
- Contacting you via, email, text message, telephone or post to create the ceremony that you have commissioned
- You have the right to vary this consent at any time