



Hexham & District Photographic Society

Privacy Policy

Version 1.0: Draft April 2018

1. This policy is drafted with regard to the following Legislative References:
 - a. The General Data Protection Regulations 2018
2. Hexham & District Photographic Society (HPS) collects and retains personal information from members of the Society in order to
 - a. administer the membership
 - b. contact members to inform them of Society activities.
3. The data is stored both in hard copy and electronically in spreadsheet format and is used to derive mailing lists for the express purpose of member contact.
4. Personal data and permission to store such data is gathered from by each member through a signed and dated hard copy of membership form in which the following data fields are completed:
 - a. Full name
 - b. Full postal address
 - c. Telephone number, home and mobile
 - d. E-mail address
 - e. Personal website for photographic activities (if appropriate).
5. Permission to obtain and retain personal data from members who are children or vulnerable individuals must be countersigned by the parent or legal guardian.
6. This data is kept secure as specified by the GDPR 2018 and will not be shared with any third parties.
7. The only people with access to this data are members of the HPS Committee and will only be used to contact members in relation to Society activities.
8. Members have the right, at any time, to view the personal data retained by HPS.
9. Personal data will be held for each individual during the period of their membership. Once the individual has ceased to be a member their personal data will be securely

deleted from both hard and electronic copy.

10. Any person has a right to withdraw permission from HPS to hold personal data.
11. When entering internal or external competitions or exhibitions, HPS reserve the right to publish the member name and the image title.
12. HPS will collect data about visits to the HPS website (such as IP address, geographical location, browser, length of visit and number of page views) and any other information that the member voluntarily posts to the website.
13. The HPS website uses cookies to collect website data to monitor visitors to better understand how they use and to improve user experience while visiting the website. The website uses a cookie control system allowing the user on their first visit to the website to allow or disallow the use of cookies on their computer / device. Cookies are typically set to expire after a period of 30 days. No personal information is stored, saved or collected.
14. The HPS website contains links to third party websites but HPS is not responsible or liable for the privacy policies or practices of those websites.
15. For all enquiries on this Privacy Policy, please contact the HPS Committee Secretary.
16. This policy will be reviewed once every three years.



Hexham & District Photographic Society

Membership Application Form

MEMBERSHIP NUMBER	
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SURNAME	
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GIVEN NAMES	
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ADDRESS	
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TOWN	
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POSTCODE	
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CONTACT TELEPHONE NUMBER	
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CONTACT E-MAIL ADDRESS	
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CHILD/VULNERABLE PERSON	YES/NO (Please delete as appropriate)
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I consent to my personal data being held by Hexham & District Photographic Society as detailed in the Society Privacy Policy

Member signature	
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Date	
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Parent/Guardian signature	
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Date	
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I DO NOT consent to my personal data being held by Hexham & District Photographic Society as detailed in the Society Privacy Policy

Member signature	
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Date	
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Parent/Guardian signature	
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Date	
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Please note that if you do not consent to storage of personal information you will need to consult the HPS Website for details of all Society activities.