

**Hampshire and Islands Area Quaker Meeting  
DATA CONSENT FORM (issued May 2018)**

Quakers seek to be clear and transparent in the work that we do and in our recording and use of personal information about members and attenders, both adults and young persons.

We work to safeguard the information that we have and use. We follow Britain Yearly Meeting's Data Protection Policy, which complies with the Data Protection Act 1998 and the General Data Protection Regulation (GDPR) which is in force from May 2018.

To keep and use some of this information we need your explicit consent. Please read the notes below, add your personal information and indicate your agreement where applicable (the sections in boxes and in **bold type**) and return the form to one of the Friends whose contact details are given at the end of this form.

**PLEASE USE A SEPARATE FORM FOR EACH ADULT**

Name of Local Quaker Meeting	
Your family name	Your other name(s)
Address:	
Phone numbers (mobile and/or landline)	
Email:	

<p><b>I am a Member: circle if [Yes]</b></p> <p>We keep your basic membership and contact information. This will be seen and used by the appropriate officers and committee members of Area Meeting and Local Meetings. This counts as "legitimate interests" under the GDPR.</p>	<p><b>I am an Attender: circle if [Yes]</b></p> <p>We would like to keep your contact information to be seen and used by the appropriate officers and committee members of our Meeting. (Further use is specifically mentioned below.)</p> <p><b>Do you agree to this? circle one [Yes] [No]</b></p>
<p>If your Membership is with another Area or Yearly Meeting, please write its name:</p>	

**Names:** We consider printing names, and giving a copy of the List of Names and Addresses to each household on the list in Area Meeting, to be in the "legitimate interests" of our Society under the GDPR.

**Contact information:** Members' names and contact details are also shared with Britain Yearly Meeting in the "legitimate interests" of our Society under the GDPR.

<p><b>For attenders</b>, do we have your agreement to sharing your name and contact information with Britain Yearly Meeting and other Quaker groups? <b>circle one [Yes] [No]</b></p> <p><b>For members and attenders</b>, do we have your agreement to printing your details <b>in full</b> in our Area Meeting List of Names and Addresses? <b>circle one [Yes] [No]</b></p>
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We will send you regular Area and Local Meeting newsletters and bulletins, and papers relating to our business meetings, to help keep you up to date with our activities. We consider keeping members informed in this way as a "legitimate interest" under the GDPR. If you don't want to receive them, please let your local meeting clerk know.

<p>Do we have your agreement to send you, from time to time, information about local and other activities relevant to Quakers? <b>circle one [Yes] [No]</b></p>
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<p>I am willing to be contacted by: <b>circle one or more [email] [phone] [post]</b></p>
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I consent to Meeting keeping and using information about me as I have indicated, until I submit a revised form or contact Area Meeting via my local Meeting about changes I wish made.

**Signature** ..... **Date** .....

**DATA CONSENT RELATED TO YOUNG PERSONS (AGED UNDER 18)**

The adult whose details are given on the previous page should add information as follows if relevant.

<p><b>I have written below the names and dates of birth of those young persons aged under 18 (for whom I am legally responsible) whose names I give permission for the Meeting to keep.</b></p> <p><b>I also give permission for the Meeting to keep their dates of birth circle one [Yes] [No]</b></p> <p><b>I consent to these names being printed in the Area Meeting List of Names and Addresses (no information is listed other than the names and the fact that they are aged under 18) circle one [Yes] [No]</b></p>
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Please include the family name of any young person if it is different from yours.

Name	Date of birth
Name	Date of birth
Name	Date of birth
Name	Date of birth
Name	Date of birth

**Signature** ..... **Date** .....

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**ABOUT THIS DATA CONSENT FORM**

Please contact your Local Meeting Clerk or Overseer if you wish to make a new application or change any existing information or permissions. This form can be downloaded from the website [hampshirequakers.org.uk](http://hampshirequakers.org.uk) from the Members' Pages on the main menu.

**Please return the completed form** to the Data Compliance Officer or hand it to your Local Meeting Clerk or an Overseer for forwarding to the contact addresses below:

Postal address: HIAQM Data Compliance Officer,  
c/o 3 Holly Walk, Andover, Hampshire, SP10 3PJ  
Email address: [datcompliancehiaqm@gmail.com](mailto:datcompliancehiaqm@gmail.com)