

March 2018

Dear Allotment Tenant

GENERAL DATA PROTECTION REGULATIONS Please return

The new General Data Protection Regulations will take effect from 25 May 2018 which will affect the way personal data is held. We therefore require your written consent to hold your personal information such as name, postal address, telephone number and email address on our database for the purpose of contacting you with regards to your allotment plot, issuing invoices for the tenancy of the plot and sending out an annual Newsletter.

The information will be kept for as long as necessary and will not be disclosed to any other third party apart from the appointed Allotment Steward (if applicable) without your prior permission or unless we are required to do so by law.

Please would you return this form to the office or email c.adams@chichestercity.gov.uk to confirm that you are happy with us to hold your data.

Tick as appropriate

- I hereby give Chichester City Council consent to hold my data.
- Please tick this box if you are agreeable to your name, email and plot number to be passed on to your Volunteer Site Steward.

Allotment Site: _____ Plot Number: _____

Name: _____

Address: _____

Postcode: _____

Home Tel: _____

Mobile: _____

Email: _____

Signed: _____ Date: _____