



**The Old Mansfield Woodhouse Society
Heritage Link**

PRIVACY POLICY

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Project Officer

We will use your personal data for different purposes.

PRIVACY POLICY

The Old Mansfield Woodhouse Society Heritage Link takes its responsibility for the collection and storage of personal data very seriously.

- We will only collect personal data which will enable us to send members of the Society, and volunteers of Heritage Link, invites and information regarding events, either by email, letter, phone or SMS.
- We also keep information, such as volunteer application forms and information regarding students on work placements. We collect contact details of visitors on enquiry forms and contact details of clients attending our events.
- We keep data from customer orders, sales and billing, where required by law (for a maximum of 7 years)

You have the right to access the information relevant to you, which is held by the Society, on application to the Data Controllers below. You can opt out of receiving correspondence at any time by contacting the Data Controllers below.

We will only use your personal data for a legitimate purpose and will not share information with any other body. Data will be retained in secure storage and we will take appropriate measures to ensure against unauthorised or unlawful processing of personal data and against accidental loss or destruction of, or damage to, personal data.

The Old Mansfield Woodhouse Society Heritage Link is committed to protecting the rights of individuals in accordance with the provisions of the General Data Protection Regulation (GDPR) Policy.

DATA CONTROLLERS

Administrator

Email: enquiries@mansfieldwoodhouse-heritagelink.org.uk

Telephone: 07759 783002

N.B Heritage Link is sited within Mansfield Woodhouse Library, operated by Inspire: Culture, Learning and Libraries; a charitable community benefit society delivering cultural and learning services across Nottinghamshire.

See their Privacy Policy website link below

<https://www.inspireculture.org.uk/about-us/inspire-privacy-policy/>

Heritage Link, Mansfield Woodhouse Library, Church Street, Mansfield Woodhouse NG19 8AH

Tel: 07759 783002 Email: enquiries@mansfieldwoodhouse-heritagelink.org.uk

The Old Mansfield Woodhouse Society - Charity no. 1083230

