

*Teesdale  
Record  
Society*



*Preserving the history of Teesdale  
for future generations*

*The Teesdale Record Society was founded in 1934 and holds regular meetings throughout the year either at locations in and around Teesdale or in the Millennium Room at Cotherstone Village Hall.*

*It also regularly publishes a journal of original articles on the history of Teesdale.*

*To support the Society's work, why not become a member?*

*Simply fill in the form opposite and either hand it to a committee member at the next meeting or post to:*

*The Treasurer,*

*Teesdale Record Society,*

*Moorfield,*

*Cotherstone,*

*Barnard Castle.*

*DL12 9PJ*

Please make cheques payable to Teesdale Record Society

*Name(s):*

*Address:*

*Email:*

*Telephone:*

*Mobile:*

By completing and returning this form you are confirming that you are consenting to Teesdale Record Society holding and processing your data. You can find out how we use your data by reading the Privacy Statement on the back of this form.

## Privacy Statement

We are a membership organisation and seek to provide opportunities for our members and supporters to increase their knowledge of the historical environment through education, research and field visits.

We are committed to protecting the privacy of our members and supporters. This privacy statement sets out the way we collect, store and process your personal information in accordance with current UK data protection legislation (the Data Protection Act 1998 and the General Data Protection Regulation (GDPR)). This policy may be updated from time to time to ensure we continue to provide you with accurate information.

When you join Teesdale Record Society ("TRS"), or take part in our activities, we will collect personal information from you. Personal information is information that can be used to identify you. The information we collect includes your name, title, postal address, email address and telephone number. We also record your membership and when your subscription is paid.

TRS only collects personal information to enable us to carry out our legitimate interests, to fulfil our obligations to our members and to comply with legal requirements. Our legitimate interests are:

- Fulfilling our duty to members and supporters.
- Informing members of TRS's activities and the opportunities for members and supporters.
- Fundraising and promotion of the interests of the group.
- Handling enquiries and complaints
- Complying with legal requirements and regulations.

Your personal information will only be accessed by members of the TRS committee. We may use your information in a variety of ways including:

- To process your membership of TRS.
- To send you information about the latest TRS news, projects and events via email.
- To notify you of general meetings and send information about governance.
- To update your information.

We will not sell, or pass on, your personal information for other organisations to use for their own purposes. We will share your information when we are legally obliged to at the request of a government or law enforcement authority.

You can find out what personal information we hold about you, update your personal information or request the removal of your personal information from our records at any time by contacting the Treasurer at the address inside this form.

TRS takes the security of our members' and supporters' personal information very seriously and we take appropriate steps to ensure your data is securely stored. Only authorised people are able to access your personal information. We only hold personal information for as long as it is necessary for us to administer our relationship with you. Disposal of your information will be done securely.

Should you have any questions about TRS's privacy policy and your rights, please contact the Treasurer at the address in this form. For further information about data protection and your rights please visit the Information Commissioner's Office at <https://ico.org.uk>