



Speak Easy At Martlesham

Personal Data Consent Form

This form briefly summarises how the Club (Speak Easy At Martlesham) collects your personal data and how it is used. For a full explanation (including for example the conditions under which the data may be disclosed) please refer to our Privacy Notice - speak-easy.org.uk/data-privacy/

The club may collect your name, address, phone number and email and other information, via our visitors book and membership application. This information is used for a variety of club-related purposes, but mostly to keep you informed of Club and Toastmaster International news and events. Visitor information will normally be retained for at least **12 months** and may be retained for longer. Membership information will normally be retained for **at least two years** after your membership has ended.

Should your information change or you do not want your information stored any longer, please inform us. You may also request to view your personal data at any time. You have the right to ask the Club to remove some or all of your personal data from its records. However we may not be able to admit you as a Club member or, if you are already a member, continue your membership if you do so.

The Club will never sell to or share your data with third parties for marketing purposes.

Toastmasters International World Headquarters, located in the United States of America, will receive and hold your membership application information.

You have a choice about how you receive communications from the Club. Please select your choices by checking the relevant boxes below.

I consent to receiving communications from the Club:

By Email

By Phone/Text

By Post

If you don't want to receive club updates with news, event and other opportunities tick here and we'll only contact you to administer your membership and for official notices (e.g. Annual General Meeting & Elections.)

Name (PRINT) _____

Signature _____

Date _____

This form to be submitted to the Club with visitor sign-in or membership application and held for as long as the person's data is kept on file.