

General Data Protection Regulations (GDPR) – 2018

PRIVACY STATEMENT AND CONTACT PREFERENCES:

- Must be written
- Must state 'we will share with' and with whom or 'we won't share your details' (can't say 'we may share')
- For contact purposes, people must 'opt in' and they must state how you are allowed to contact them (if they do not select any you can't assume it is ok to contact them).

EXAMPLE PRIVACY STATEMENT

(Amend to fit your requirements on who you share information with and how or state if you don't share)

Here at [organisation name] we take your privacy seriously and will only use your personal information to administer your account and to provide the products and services you have requested from us.

However, from time to time we would like to contact you with details of other [specify products]/[offers]/[services]/[competitions] we provide. If you consent to us contacting you for this purpose, please tick to say how you would like us to contact you:

Post **Email** **Telephone**

Text message **Automated call**

We would also like to pass your details onto other [name of company/companies who you will pass information to]/[well defined category of companies], so that they can contact you by post with details of [specify products]/ [offers]/[services]/[competitions] that they provide. If you consent to us passing on your details for that purpose, please tick to confirm:

I agree

NEWSLETTERS

- Must have an option to unsubscribe – either an unsubscribe box to click on with electronic newsletters or details on how to unsubscribe on a paper copy (e.g. to unsubscribe please contact.....)