

Friends of Lincoln Castle Privacy Policy

The Friends of Lincoln Castle (FOLC) take all precautions necessary to ensure that the information you entrust to us will be processed and protected in accordance with current data protection legislation.

This policy sets out the information you need to know to understand how we will process and protect your information.

We need your personal information to allow for the administration of the organisation through the Honorary Secretary, the Honorary Membership Secretary and sectional leads for Garrison, Guiding and Prison groups.

We will only collect the minimum amount of personal information necessary to manage the organisation which will include name and contact details, such as address, email and phone number.

We will only use your personal information for the purpose for which it is given, we will not keep it for longer than necessary and we will destroy that information when you terminate your membership of FOLC.

Your information will be hosted securely within the UK except for guides' name, email and phone number which is used on 'Sign Up' where data is held in the USA.

Your information will only be shared within the FOLC as outlined previously and we will never share or sell your personal information with any third parties save where we are required to do so by court order or law.

Current data legislation affords you as a member the right to have a copy of the information which we hold on you. Your request should be addressed in writing by letter or email to the Honorary Secretary.

You have given us permission to process your information. But you can withdraw your consent to us at any time by notification in writing or email to the Honorary Secretary.