

Please read the following statements and tick where appropriate.

I AM AWARE THAT:

- Severn Vineyard Bristol will create and retain computer and paper records on me whilst I am a member of the church.
- Those records will be processed in order to facilitate the workings of the church and will be held in compliance with the principles of the Data Protection Act 1998.

I give my consent for this to happen

I GIVE MY CONSENT FOR MY PHOTOGRAPH TO BE USED:

in Severn Vineyard literature

on the website

**NAME
(BLOCK CAPITALS)** _____

SIGNATURE _____

DATE _____

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PO Box 1423, BRISTOL, BS41 9WQ

T: 0117 9960707

E: hello@severnvineyard.org

W: www.severnvineyard.org

SEVERN VINEYARD CHURCH
MAKING SENSE OF LIFE



CONTACT DETAILS

**How to register
and update your
personal details**

www.severnvineyard.org

PLEASE USE THIS FORM TO REGISTER YOUR PERSONAL DETAILS WITH US OR TO UPDATE YOUR EXISTING DETAILS.

WHY DO WE NEED YOUR PERSONAL DETAILS?

We need to collect your information for a variety of reasons, including basic functions such as being able to contact you.

- It enables us to produce phonebooks (available only to leaders and members of small groups)
- We also find it helpful to be able to monitor trends in attendance at events and courses to help us to be more responsive to the needs of the church
- Your details enable us to produce rotas and ensure teams function effectively
- Knowing your occupation helps us to identify people with specific skill sets when setting up new projects
- Knowing which small group you are in helps us to respond more effectively to you in a crisis

THE DATA PROTECTION ACT 1998

We treat all data supplied by you strictly in accordance with the terms of the Data Protection Act 1998. This means that confidentiality will be protected and that appropriate security measures are taken to prevent unauthorised disclosure.

For a document explaining what the Data Protection Act 1998 is, and how Severn Vineyard Bristol complies with it, please contact the church office. If you would like to find out what data Severn Vineyard holds on you then please ask us for a Subject Access Request Form.

PLEASE NOTE even if you leave Severn Vineyard Bristol we may retain some of your personal data to satisfy our obligations to keep certain records for particular periods under applicable law.

OUR COMMITMENT TO YOU

Severn Vineyard Bristol will not disclose your personal information to any third party without your explicit consent, except where we are required to do so by law.

PLEASE COMPLETE BOTH SIDES OF THE SLIP WITH YOUR CURRENT DETAILS

Name: _____

Address: _____

Email: _____

Phone: _____

Mobile: _____

D.O.B: _____

Spouse: _____

Occupation: _____

Small group: _____

Rotas you currently serve on (team and week):

STUDENTS additional information

Home address: _____

Home phone: _____

University: _____

Course: _____

Year started: _____

Year finishing: _____

PLEASE DATE AND SIGN OVERLEAF