# Keeping in Touch with Us

The Archdiocese of Southwark [‘the Diocese’ -*registered charity with the charity number 1173050]* is committed to ensuring that the information we hold about parishioners and others is properly and securely managed in accordance with legal requirements on data protection and direct marketing.

Please complete this form if you would like to give your consent to the Diocese holding and processing your personal data for particular purposes.

My name is: ……………………………………………………………………………………………………………………………..

I consent to the Diocese contacting me to keep me informed about news, events, and activities in the Parish of St James the Great, Petts Wood and in the Diocese.

I consent to the Diocese including my details in the St James the Great parish administration system, ‘ChurchSuite’™

I consent to the Diocese sharing my contact details with the Bishops’ Conference of England and Wales so that they can keep me informed about news, events, activities of the Bishops’ Conference.

You do not have to consent to any or all the above purposes. Please only tick the boxes you want to. Where you do not grant consent, we will not be able to use your personal data (for example, to let you know about forthcoming services and events) except in certain limited situations, such as where we are required to do so by law.

You can find out more about how we use your data from our abridged Privacy Notice which is available on the parish website. You can read our full Privacy Statement here at [www.rcsouthwark.co.uk](http://www.rcsouthwark.co.uk)

I would like to be contacted by:

Post Address: ……………………………………………………………………………………………………………….

Phone Number: ………………………………………………………………………………………….…………………...

Email Address: ……………………………………………………………………………………………………………….

You can unsubscribe from our communications at any time by contacting the Parish Priest or Parish Secretary by e-mail at pettswood@rcaos.org.uk or by telephone on 01689 827100. Please note that all processing of your personal data will cease once you have withdrawn consent, other than where this is required or permitted by law. This will not affect any personal data that has already been processed prior to that point.

Signed: ………………………………………………………………… Dated: ………………………………………………………….