

The Elizabeth Singers

Privacy notice

Our contact details

Name	The Elizabeth Singers
E-mail address	elizabethsingers@gmx.com
Postal address	c/o 61 Cosmeston Street, Cardiff, CF24 4LQ
Date of notice	3 July 2023

The type of personal information we collect

We collect and process the following personal information:

- Name and email address

How we get the personal information and why we have it

The personal information we process is provided to us directly by you so that we can send you updates to you on our activities, or to respond to any communication you may send us.

We will not share your information with any other organisations or individuals.

Under the UK General Data Protection Regulation (UK GDPR), the lawful bases we rely on for processing this information are:

(a) Your consent. You are able to remove your consent at any time. You can do this by contacting us at elizabethsingers@gmx.com or c/o 61 Cosmeston Street, Cardiff, CF24 4LQ.

(f) We have a legitimate interest.

How we store your personal information

Your information is securely stored in electronic format.

We will keep your information for as long as the choir continues to send out updates by email, unless you ask us to erase it (see below).

Your data protection rights

Under data protection law, you have rights including:

Your right of access – You have the right to ask us for copies of your personal information.

Your right to rectification – You have the right to ask us to rectify personal information you think is inaccurate. You also have the right to ask us to complete information you think is incomplete.

Your right to erasure – You have the right to ask us to erase your personal information in certain circumstances.

Your right to restriction of processing – You have the right to ask us to restrict the processing of your personal information in certain circumstances.

Your right to object to processing – You have the the right to object to the processing of your personal information in certain circumstances.

Your right to data portability – You have the right to ask that we transfer the personal information you gave us to another organisation, or to you, in certain circumstances.

You are not required to pay any charge for exercising your rights. If you make a request, we have one month to respond to you.

Please contact us at elizabethsingers@gmx.com if you wish to make a request.

How to complain

If you have any concerns about our use of your personal information, you can make a complaint to us at elizabethsingers@gmx.com or c/o 61 Cosmeston Street, Cardiff, CF24 4LQ.

You can also complain to the ICO if you are unhappy with how we have used your data.

The ICO's address:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

Helpline number: 0303 123 1113

ICO website: <https://www.ico.org.uk>