

PRIVACY POLICY

On 25th May 2018 the General Data Protection Regulation comes into effect and The PG Wodehouse Society, like all other clubs and societies, has to comply with the new law. The Society holds information about each of its members and this document sets out why this information is held by the Society and your rights in relation to that information.

The aim of the PG Wodehouse Society is to appreciate, enjoy and celebrate the life and works of this comic genius with like-minded individuals. In pursuance of these aims the Society currently organises and holds Society meetings at least three times a year, sends a quarterly journal to paid –up members, holds a dinner every two years, organises occasional trips to places of interest to Wodehouse fans and advises Society members of events and publications that might be of interest to them.

When you join the Society we ask you to provide:

Your name, address, telephone number and e mail address.

We need this information to enable us:

- a. to run the Society,
- b. to maintain Society records,
- c. to advise you about Society events,
- d. to send you copies of our quarterly journal Wooster Sauce and other publications
- e. to advise you of events and publications which may be of interest to you and
- f. to remind you when your subscription is due.

Your data is stored on an encrypted database on an encrypted computer which is not connected to the internet. It is only used when it is needed to facilitate the running of the Society and providing the benefits of membership to you.

We may communicate with you by post, telephone and e mail.

Your information will never be passed on to third parties without your express written consent nor will it be used or sold by us for marketing purposes under any circumstances.

You are entitled to see what information we hold about you. This information needs to be accurate and we ask you to advise us about any change or errors in that information as soon as possible. If you object to the Society having your information you can seek its removal.

Your details will be permanently removed from our stored records within 28 days of a written request by you to our Data Controller at pgwodehousesocietydata@aol.com

Should you decide not to renew your membership of the Society your details will be removed from the database on the second anniversary of your last subscription or within 28 days of a written request by you to remove those details.

Whether you pay your subscription by cheque, Direct Debit, through Paypal or by Standing Order your bank details are held separately from your other personal details. Information held by GoCardless, Paypal and Barclays Bank is protected by industry standard encryption.

The Society's policy is to review the information it holds yearly.

If you have a complaint about the way the Society has used your information please contact our Data Controller to discuss the issue. If you are still unhappy you can refer the issue to the Information Commissioner.