[Insert name of parish]

[Insert parish address]

[Insert parish contact details]

**Keeping in Touch Form**

Please complete this form if you would like to give your consent to the Parish of [insert name of parish] and the Diocese of Hexham and Newcastle holding and processing your personal data to keep you informed of news, events, fundraising and activities in your parish and in the Diocese.

|  |  |  |  |
| --- | --- | --- | --- |
| Name |  | Surname |  |

|  |  |  |
| --- | --- | --- |
|  | **Yes** | **No** |
| I consent to the Parish of [insert name of parish] contacting me to keep me informed about news, events, fundraising and activities in my parish.  | 🞏 | 🞏 |
| I consent to the Diocese of Hexham and Newcastle contacting me to keep me informed about news, events, fundraising and activities in the Diocese.  | 🞏 | 🞏 |

I consent to being contacted by:

|  |  |  |  |
| --- | --- | --- | --- |
| 🞏 | email | Email address |  |
| 🞏 | phone | Tel no |  |
| 🞏 | text | Mobile no |  |
| 🞏 | post | Address |  |
|  |  |  |
|  |  |  | Postcode |  |

|  |  |
| --- | --- |
| Signed |  |
| Date |  |

Please return to: [insert details]

You can withdraw or change consent at any time by contacting [insert contact name] on [insert tel no] or by email at [insert email address]. All processing of your personal data will cease once you have withdrawn consent, other than where this is required or permitted by law.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.

The information you have provided on this form will be stored and used by the Parish of [insert name of parish] and the Diocese of Hexham and Newcastle only for the purposes stated above. Details of how we process your data, and your rights, are included in the Diocesan Privacy Notice which can be accessed at [www.rcdhn.org.uk/dataprotection/dataprotection.php](http://www.rcdhn.org.uk/dataprotection/dataprotection.php) or by request from the parish.