

Dear Member

## **The General Data Protection Regulations ("GDPR")**

The above regulations come into effect on 25 May 2018. The GDPR requires all organisations holding 'personal data' to hold that data securely; and **obtain express consent to continue to hold that data from the individuals to whom it relates.**

For voluntary sector organisations, such as ours, this means names, addresses and bank account / credit card information, as appropriate. Although the heaviest penalties for non compliance - fines - are likely to be applied to large businesses and those that deliberately flout the rules all organisations, large and small, business and voluntary, will be subject to penalties and thus **we need to make ourselves fully compliant as soon as possible.**

The rules require 'self policing' - i.e. setting up systems to ensure compliance with the rules; and reporting breaches to the Regulator - so the Association could be hit with a 'double whammy' for committing the original offence, plus not reporting it.

The Form below seeks your consent for us to contact you by post, email, website, Twitter, text message etc. **Please sign the Form attached / enclosed and return it to us by post or email by no later than Wednesday 2 May 2018.**

Please notify us if your contact details have changed from those registered originally. Thank you for your assistance and we look forward to hearing from you.

Yours sincerely

Melville Haggard  
Chairman



## CONTACT PERMISSION FORM

In order to comply with the General Data Protection Regulations (“GDPR”) due to come into force on 25 May 2018, this form **MUST** be fully completed and signed by ALL members of the Knightsbridge Association, irrespective of where they reside, this includes:-

- Honorary Members
- Organisations
- Household Members

We would like to keep you updated regarding the affairs of the Association, including sending you copies of our Newsletters, Annual Report, invitation to the Annual General Meeting or invitations to events, for example. We never sell or share our members’ information without legitimate cause, such as enabling a printer to send you material or where we are required to do so by Law.

Please confirm your permission for the Knightsbridge Association to use your contact information of email, postal address and phone numbers, as previously notified to us, by ticking the **Yes** or **No** boxes, below.

<b>Email</b>	<b>YES</b>	<b>NO</b>
<b>Telephone</b>	<b>YES</b>	<b>NO</b>
<b>Postal Address</b>	<b>YES</b>	<b>NO</b>
<b>Social Media – Twitter etc.</b>	<b>YES</b>	<b>NO</b>

Members have the right to withdraw permission at any time by writing to the Knightsbridge Association at the contact points set out below. For the avoidance of doubt, being subscribed to the Members’ Area of the website is not a substitute for the need for you to reconfirm your permission.

<b>Name</b>	
<b>Signature</b>	
<b>Reconfirm email address</b>	
<b>Date</b>	

Please return the Form to: The Hon Secretary, Knightsbridge Association, 6 Montpelier Street, London SW7 1EZ or by email to **[olivia.cox@knightsbridgeassociation.com](mailto:olivia.cox@knightsbridgeassociation.com)**