



# Somerset Archaeological & Natural History Society

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Registered Charity No. 201929

## **SANHS Privacy Policy**

This Privacy Policy sets out the basis by which the Society processes your personal data.

### **Data Controller**

The Somerset Archaeological & Natural History Society (SANHS), registered charity no. 201929, is the 'Data Controller' for the purposes of the Data Protection Act 1998 and the General Data Protection Regulation (GDPR) 2018.

### **Storage and processing of your membership information**

SANHS will store your membership information securely on the Society's membership database.

### **Third parties and your information**

SANHS uses third party providers to deliver part of the services it provides to you. SANHS will never sell your information to third parties. The following third parties are currently used:

- MailChimp, to send you emails.
- PayPal, to process your shop purchases.
- NatWest, to process membership and other payments.
- HMRC to process Gift Aid payments.
- Microsoft Azure and Donorfy, to store your data.

### **Changes to your information**

The Society will retain your information until you or a member of your family decide otherwise. If you would like to access the information the Society holds about you, or if you would like to change information that we hold, or, if you would like to cancel your membership, please contact the Office Manager by email at [office@sanhs.org](mailto:office@sanhs.org) or by telephone on 01823 272429.

**The SANHS Data Protection policy can be obtained from the SANHS office. This Privacy Policy may change, in which case we will notify you.**

*July 2018*