



INFORMATION CONSENT FORM

We are seeking your consent to us holding certain information about you to enable Abigail Ministries to keep you in touch with this ministry as appropriate. Data protection legislation allows us to process this information as we regard it as being in the Charities legitimate interest. Because of a change in UK law, we need your consent to hold your data electronically and in paper form, obtain your instructions as to what information you wish to receive from us, and in what format.

Please fill in the contact details you want us to use to communicate with you:

NAME _____

ADDRESS _____

EMAIL ADDRESS _____

LANDLINE PHONE NUMBER _____

MOBILE PHONE NUMBER _____

By signing this form, you are confirming that you are consenting to Abigail Ministries holding and processing your data electronically and in paper form for the following purposes (please tick the boxes where you grant consent): -

- Abigail Ministries keeping me informed about news, events and activities relevant to me, by one or more of the following methods **email** **post** **phone** **text message**
- Abigail Ministries using photographs taken in Kenya that may include me, for publicity in the Newsletters and in Charity Presentations. Newsletters are distributed in paper form or by e-mail to contacts of Abigail Ministries and given out at report meetings. Newsletters are held electronically on the web site. Presentations are given to groups who request reports.

SIGNED _____ DATED _____

Where you do not grant consent, we will not be able to use your data; except in certain limited situations, such as where required to by law.

Your details will be held in paper form securely in a relevant filing system. Details held electronically will be password protected or encrypted. All information will only be held for as long as necessary and periodically checked to ensure it is still up to date.

Under Data Protection legislation the trustees of Abigail Ministries are the Data Controller and for the time being, Roger Smith acts as the Data Protection Officer.

You can withdraw or change your consent at any time by contacting the Data Protection Officer via e-mail at abiministries@aol.com or by post to Abigail Ministries, PO Box 811, Harrow, Middx, HA2 2EG