

## **LRFHS Membership Application / Renewal - Important-please read**

Before you complete this form, please read the Terms and Conditions of the Society, as outlined below.

Failure to indicate an answer to the questions may result in the Society not being able to fulfil its commitments to you, as under the new regulations, we must treat a question that hasn't been answered as a negative result.

### Terms and Conditions of the LRFHS

The annual subscription of the Society includes the publication of our journal, 4 times a year, free access to our facilities at our Research Centre at Pilot House, Leicester, access to our Search Service (via Pilot House) and access to our Members Interest database.

1: All information provided to the Leicestershire & Rutland Family History Society (the Society) will be held and processed by us, the Society, in accordance with the Society's rules and regulations, as per our constitution; and with the regulations as laid down under the General Data Protection Regulations (GDPR), and the Privacy and Electronic Communications Regulations 1998 (PECR).

2: We will NOT, without having your consent, supply, sell or share any of your data, to any third party; except, for where such a transfer is a necessary part of the activities that we undertake in the running of the Society; and where we are required to do so by law.

3: We will normally keep your data for the length of your membership (see 3b as exception). However if you do not renew within two months of the end of the subscription year, (December 31<sup>st</sup>) we will assume that you do not wish to renew, and at the end of those two months (end of February) we will then expunge your data from our systems.

3b: Where you resign your membership, during our subscription year, then we will keep your data for 28 days after receipt of your membership resignation letter or e-mail, again this is for the Society to expunge your data from our systems.

4: As an individual, you have rights under the GDPR, some of which are shown here;

The right to be informed what we do with your data; the right of erasure; the right to object to what we do with your data; the right of access, and others.

Should you have any queries concerning your rights, please contact the Chair, at [chairman@lrfhs.org.uk](mailto:chairman@lrfhs.org.uk), or via Pilot House.

For more information please visit the following link [www.ico.org.uk](http://www.ico.org.uk), or contact the Chair.

5: Marketing/Advertising.

As far as the Society is concerned, the term marketing and advertising, applies to our journal publication, as under the GDPR, our journal is classed as marketing/advertising and therefore we need your permission to send it out to the individual.

We will not send other advertising or marketing out to members.

6: Electronic Communications.

This refers, in the Society's case, to e-mail. Again, under the GDPR and the PECR, we need the individual's permission to use this method of communication. Members may unsubscribe from receiving electronic content at anytime by submitting a written request to the Society.

7: Our membership year runs from 1<sup>st</sup> January to 31<sup>st</sup> December each year.

8: Annual membership fees are non-refundable.

Having read our terms and conditions, please complete the relevant questions on the subscription form, as failure to do so, whether by design or accident, will result in the Society not being able to process your information as required, as all questions not answered must be dealt with as a Negative reply.

Under the GDPR, you the individual, have to OPT-IN, therefore you must indicate where required, that you agree to the terms and conditions as stated.

Should anyone want any more information or have any queries, then please contact the Chairman, John Lovett on [chairman@lrfhs.org.uk](mailto:chairman@lrfhs.org.uk) or via Pilot House, Leicester.

Please return the completed form to our Membership Secretary, together with any remittance due, at:  
LRFHS Membership Secretary, Mrs Angela Slater, 7 Faire Road, Glenfield, Leicester. LE3 8EE.  
OR You can leave it at Pilot House.

(You can apply to join by credit/debit card online at our secure website at: [www.lrfhs.net/onlinesales.htm](http://www.lrfhs.net/onlinesales.htm))

## LRFHS Membership Application / Renewal Form

<b>Please complete in BLOCK CAPITALS</b>		
<b>Please tick whether New Member</b>		<b><u>Or</u> a Renewal</b>
Title:	Surname:	Membership No. (if Renewal)
Forename (s):		
Address:		
Post/Zip code:		Country:
E-mail address:		
<b>Please tick rate applicable</b>		Sterling Cheques Only - made payable to LRFHS.
<b>UK Single = £13</b>	<b>UK Family = £15</b>	<b>Overseas =£15</b>

Under the New General Data Protection Regulations (GDPR) we have to change the way we keep in touch with you. This form is to ensure that you are aware of how the Society deals with your data and enables you to decide how you wish to receive your information. In future you will always be able to change your mind provided you let us know in writing.

***Do you wish to take part in the Gift Aid Scheme, whereby the Society is able to reclaim the tax paid on your subscription? - You must be a UK tax payer to take part in the scheme.***

**Please tick: Yes: \_\_\_\_\_ or No: \_\_\_\_\_**

*I wish the LRFHS to treat any subscription I make after April 2001, as a Gift Aid Donation. Please note that you must pay an amount of Income Tax and/or Capital Gains Tax for each year (6<sup>th</sup> April one year to 5<sup>th</sup> April the next), that is at least equal to the amount of tax the LRFHS will reclaim on your gifts for that tax year.*

**Signature of member if agreeing:**

**Date:**

### **Data Protection**

**Please read the Terms & Conditions overleaf before you complete the following questions**

As part of your subscription to the LRFHS, when you join or renew, we will send you our Journal which details the Society's activities. Your interests and membership number ONLY will be entered in our journal. Your name & address will not be included.

Your details will be held on our computer database. They will only be provided by our Members Interest Co-ordinator on request to any Society member, requesting such details whether within the European Economic Union or outside of it.

If you agree to the Terms & Conditions as outlined, then please indicate by signing here:

**Members signature:**

**Please also sign the following questions if you agree:**

**Do you agree to the Society sending you our Journal by post?**

**Members signature:**

**Do you agree to receiving Electronic Communications from the Society?**

**Members signature:**

***Members' Interests - Enter details below - ONLY IF YOU HAVE SIGNED THE DATA PROTECTION BOX***

SURNAME	COUNTY	PARISH	DATES/YEAR