

# York and District Guild of Weavers, Spinners and Dyers

Reg. Charity no 519097

## **Membership Subscription Form for Year March 2022 - 2023**

Forename: ..... Surname: .....

Address: .....

Post Code: ..... Telephone number: .....

Email:.....

### **MEMBERSHIP FEE:**

- Honorary £0
- Single Adult £30
- Part – Year (September to March) £15.00
- Full-time Student (copy of student card required.)/Junior: £15.
- Family: £45

*Membership fee due by the end of March 2022. Your membership is not active until we receive a completed membership form and payment. You can submit a scanned copy or clear photograph to;*

**chair@yorks-guild-wsd.org.uk**

- BACS:** Payments can be made to Bank: HSBC, Recipient: York & D GOWSD, Account no: 84789148, Sort Code: 40-47-31. Please include the name of the member as the reference.
- Cheques:** Payable to “York and District Guild of W S & D” crossed A/C payee and sent to: Membership Secretary – 47 High Street, Holme upon Spalding Moor, York, YO43 4EN
- Cash:** Payments should be made in person at a meeting. Please don't post cash.

### **DATA PROTECTION POLICY AND PROCEDURE – 18 JANUARY 2020**

**What Personal Data does YDGWSD hold?** The Guild collects the name, address, telephone number, and email address of all current members via a paper membership form.

**What do we do with the data?** Members' data is used to distribute the YDGWSD newsletter, and other information relating to The Guild's business. The Guild may also collect members' data in order to facilitate workshops, and other Guild events.

**Data Storage.** Members' personal data is collected via a paper membership form, and collated into a spreadsheet held on a secure drive. The membership list is maintained by Committee Members. The Guild uses Mailchimp, an online service that allows the Committee to hold members' email addresses, to facilitate the distribution of YDGWSD communications.

**How long do we keep data?** Membership forms and the membership list is retained for two months following the end of the year of membership.

**Data Sharing.** Members' personal data is used for managing membership renewals and annual payments. Members' personal data is not used for commercial purposes. Members' personal data is not distributed to any third party without their consent.

**Members Contact List.** A list of members and their contact details is distributed to Guild members on request. I agree that the following information may appear on the Members Contact List:

- Name       Address       Telephone Number       Email

I wish to receive a copy of the Members Contact List. I will not share this list with any third party or use it for commercial purposes.

I agree that my personal data can be used as described above.

Signed:.....