

## Privacy policy

You can access our website, browse and download information and attend events as a guest without disclosing any personal information. If you join Otmoor Garden Society as a paid-up member we will collect and hold personal information as defined by the UK Information Commissioner. This personal information will comprise principally:

- your name;
- postal address;
- telephone number; and
- email address

We require this information as a record of your membership, in order to invite you to events and activities and to contact you at renewal. In joining and paying your membership subscription you will be consenting to the collection, processing and storage of this data.

Otmoor Garden Society recognizes its responsibility to treat the information you provide with the utmost care and confidentiality.

1. We will only ever use your personal details in connection with OGS business and to inform you of the society's activities.
2. We will never use your personal information to promote products or services of any commercial organisation.
3. We will never sell or share your personal information with any other organisation.
4. We will not share your personal information with other members of Otmoor Garden Society unless we have your express instruction to do so.
5. You can unsubscribe from emails at any time and if you cease to be a member of Otmoor Garden Society we will delete your personal information within twelve months of the end of your final year of membership.

If you have any concerns regarding the personal information we hold on you, our Privacy Policy, or if you wish to change any of your details, please contact us by email at: [membership@otmoorgardensociety.org.uk](mailto:membership@otmoorgardensociety.org.uk)