



## Privacy Statement

November, 2019

### 1. Your personal data – what is it?

Personal data relates to a living individual who can be identified from that data. Identification can be by the information alone or in conjunction with any other information in the data controller's possession or likely to come into such possession. The processing of personal data is governed by the General Data Protection Regulation (the "GDPR").

### 2. Who are we?

St Albans Chamber Opera Trust is the data controller (contact details below). This means it decides how your personal data is processed and for what purposes.

### 3. How do we process your personal data?

St Albans Chamber Opera Trust complies with its obligations under the "GDPR" by keeping personal data up to date; by storing and destroying it securely; by not collecting or retaining excessive amounts of data; by protecting personal data from loss, misuse, unauthorised access and disclosure and by ensuring that appropriate technical measures are in place to protect personal data.

We use your personal data for the following purposes:

- to administer performers', friends' and mailing list records;
- to fundraise and promote the interests of the charity;
- to maintain our own accounts and records (including the processing of gift aid applications);
- to inform you of news, events and activities run by St Albans Chamber Opera Trust.

### 4. What is the legal basis for processing your personal data?

Explicit consent of the data subject so that we can keep you informed about news, events, and activities and process your gift aid donations.

Processing is necessary for carrying out obligations under employment, social security or social protection law, or a collective agreement; processing is carried out by a not-for-profit body:

- the processing relates only to performers, friends and those on the mailing list or former performers, friends and those on the mailing list (or those who have regular contact with it in connection with those purposes); and
- there is no disclosure to a third party without consent.

**St Albans Chamber Opera Trust**  
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