



ICVS

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*"Supporting voluntary action and
empowering communities"*

DATA PROTECTION FORM

The purpose of the new database is to improve the delivery of support and services to front line organisations, and provide the VCS with improved access to development and funding opportunities by combining the records of the participating organisations such as ICVS. The information contained in the database will only be accessible to the authorised staff in each of the participating organisations.

We will include information about ICVS members in the database for our own membership purposes. To enable us to share this information with the other participating organisations and therefore to enable you to receive the maximum benefit from the database we need your permission to do this and therefore ask you to complete the Data Protection Form attached to this letter.

Please tick the following boxes to agree that you are happy with your details to be used as stated:

1. Available to the participating organisations in the Suffolk VCS Database
2. Included on relevant mailing lists produced by participating organisations in the Suffolk VCS Database (postal and email) to receive relevant voluntary sector information on funding, training, legislation etc.
3. Contact details available for participating organisations to share with selected non-commercial organisations e.g. local authorities

Once you have given your permission you will not have to give separate permission to any individual participating organisation, they will all be bound by the permissions given here, and comply with the Data Protection Act 1998.

Signed: _____ **Print name:** _____

Position: _____ **Organisation:** _____

Date: _____

Please return this form to Jane Bignell, ICVS, 1 Cornhill, Ipswich, IP1 1DD