



## **APPLICATION FOR MEMBERSHIP**

Attached is the postal application form for those wishing to join the Cumberland Geological Society.

It can be used for either Ordinary or Joint membership applications.

Applications may also be made online via the Society website.

[www.cumberland-geol-soc.org.uk](http://www.cumberland-geol-soc.org.uk)

It is not necessary to return the Data Privacy Policy pages 4 to 6 to the Society: they are included for your information. Data Privacy Policy may change from time-to-time. The latest copy is available on the society website:

<https://www.cumberland-geol-soc.org.uk/privacy-notice/>

Please just send completed Pages 2 and 3, indicating if you want to Gift Aid to be applied on page 3.

## Postal Application for Membership

Membership is open to all with an interest in the geology and landscape of Cumbria and in developing their knowledge of rocks, minerals, and landforms.

To join please complete this form and send by post with a cheque or notification of bank transfer for the rate that applies to you to the address below. If you want the Society to claim Gift Aid on your payments please include the next page with your application, indicating 'Yes':

CGS Membership Secretary  
Ben Johnson  
Rowenlea  
2 Hadrians Crescent  
Gilsland  
CA8 7BP

**Annual membership rates:** Ordinary £15 / Joint £ 23 /Student £7 / Institutional £25

It would help the Society if subsequent payment was made by Standing Order from 1<sup>st</sup> January.

### Bank Transfer & Standing Order details:

Barclays Bank plc, Workington , Sort Code 20-18-47 for credit of the Cumberland Geological Society A/C 40297682

<b>Member 1</b>	
Name:	
<b>Member 2</b>	
Name:	
Mailing Address	
Country	
Telephone (for emergencies)	
Email Address	
I prefer to be contacted via email whenever possible	Yes / No
Please send me the Society newsletter via email	Yes / No
I wish to be subscribed to the Society email notifications	Yes / No

## Gift Aid

Gift Aid is a scheme available to charities and Community Amateur Sports Clubs (CASCs). It means they can claim extra money from HMRC. The charity or CASC can claim an extra 25p for every £1 you donate. That's as long as you've paid the basic rate of tax and make the donation from your own funds.

### *Important Gift Aid Information*

I confirm I have paid or will pay an amount of Income Tax and/or Capital Gains Tax for each tax year (6 April to 5 April) that is at least equal to the amount of tax that all the charities or Community Amateur Sports Clubs (CASCs) that I donate to will reclaim on my gifts for that tax year. I understand that other taxes such as VAT and Council Tax do not qualify. I understand the charity will reclaim 25p of tax on every £1 that I give.

I want to Gift Aid my donation and any donations I make in the future or have made in the past four years to the Cumberland Geological Society.	Yes / No
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Please notify the society if you:

- Want to cancel your Gift Aid declaration
- Change your name or home address
- No longer pay sufficient tax on your income and/or capital gains.
- If you pay Income Tax at the higher or additional rate and want to receive the additional tax relief due to you, you must include all your Gift Aid donations on your Self-Assessment tax return or ask HM Revenue and Customs to adjust your tax code

## **You do not need to return the following pages to the Membership Secretary**

### DATA PRIVACY POLICY

#### 1. About this Policy

1.1 This policy explains when and why we collect personal information about our members, how we use it and how we keep it secure and your rights in relation to it.

1.2 We may collect, use and store your personal data, as described in this Data Privacy Policy and as described when we collect data from you.

1.3 We reserve the right to amend this Data Privacy Policy from time to time without prior notice. You are advised to check our website or our society noticeboard regularly for any amendments (but amendments will not be made retrospectively).

1.4 We will always comply with the General Data Protection Regulation (GDPR) when dealing with your personal data. Further details on the GDPR can be found at the website for the Information Commissioner ([www.ico.gov.uk](http://www.ico.gov.uk)). For the purposes of the GDPR, we will be the “controller” of all personal data we hold about you.

#### 2. Who are we?

2.1 We are Cumberland Geological Society (CGS). We can be contacted at [contact@cumberland-geol-soc.org.uk](mailto:contact@cumberland-geol-soc.org.uk).

We recognise that your privacy is important to you. We will apply appropriate protection and management of any personally identifiable information you share with us. The information you submit will be kept confidential and with the highest standards of security. The information you provide will be entered onto a database and processed by CGS in accordance with the Data Protection Act 1998.

This data protection and privacy policy statement relates solely to the information provided by you to CGS on this website. This information includes your registration details, any additional information you choose to submit and the information BCS gathers by tracking your movements across the website.

This privacy policy is not intended to, and does not, create any contractual or other legal rights.

#### 3 What sort of information do we hold:

3.1 Information that you provide to us such as your name, address, date of birth, telephone number, email address, bank account and payment card details and any feedback you give to us, including by phone, email or post;

3.2 Information about the Services that we provide to you (including for example, the things we have provided to you, when and where, what you paid, the way you use our products and Services, and so on);

3.3 Information about any device you have used to access our Services (such as your device’s make and model, browser or IP address) and also how you use our Services;

3.4 Any personal information provided by you to CGS through your registration and use of this website will only be used for the following purposes by CGS:

- a) updating and processing membership records;
- b) defining areas of interest to you and improving the website to meet users'; requirements and compiling information relating to users'; interaction with the website;
- c) advising you of products or services which may be of interest;
- d) to find ways to improve our service, including statistical analysis;
- e) help answer your questions or solve any issues you have

Any personal information received from you will be retained by CGS and/or its subsidiaries and will only be disclosed to a third party where CGS is satisfied that such third party has adequate data protection provisions in place. In addition, disclosure may be given where required by law. We shall also give you the opportunity to remove yourself from any of our mailing lists at any time.

3.5 Some of our web pages use cookies and other tracking technologies. By proceeding to register with this website, you consent to the terms and conditions contained herein and to CGS and/or its subsidiaries processing your personal data for the purposes set out above.

#### 4. How we protect your personal data

4.1 We will not transfer your personal data outside the EU without your consent.

4.2 We have implemented generally accepted standards of technology and operational security in order to protect personal data from loss, misuse, or unauthorised alteration or destruction.

4.3 Please note however that where you are transmitting information to us over the internet this can never be guaranteed to be 100% secure.

4.4 For any payments which we take from you online we will use a recognised online secure payment system.

4.5 We will notify you promptly in the event of any breach of your personal data which might expose you to serious risk.

#### 5. Who else has access to the information you provide us?

5.1 We will never sell your personal data. We will not share your personal data with any third parties without your prior consent (which you are free to withhold) except where we are required to do so by law or as set out in the table above or in paragraphs 5.2 and 5.3 below.

5.2 We may pass your personal data to third parties who are service providers for the purposes of completing tasks and providing services to you on our behalf (e.g. to print newsletters and send you mailings). We do this for the purpose of our legitimate interests in operating the society and for performing our contract with you. However, we disclose only the personal data that is necessary for the third party to deliver the service, where this is the case third parties will be required to have contractual arrangements that ensure your information is kept secure and not used for their own purposes.

#### 6. How long do we keep your information?

6.1 We will hold your personal data on our systems for as long as you are a member of the society and for as long afterwards as it is in the societies' legitimate interest to do so or for as long as is necessary to comply with our legal obligations. We will review your personal data every year to establish whether we are still entitled to process it. If we decide that we are not entitled to do so, we will stop processing your personal data except that we will retain your personal data in an archived form in order to be able to comply with future legal obligations e.g. compliance with tax requirements and exemptions, and the establishment, exercise or defence of legal claims.

6.2 We securely destroy all financial information once we have used it and no longer need it.

## 7. Your rights

7.1 You have rights under the GDPR:

- (a) to access your personal data
- (b) to be provided with information about how your personal data is processed
- (c) to have your personal data corrected
- (d) to have your personal data erased in certain circumstances
- (e) to object to or restrict how your personal data is processed
- (f) to have your personal data transferred to yourself or to another business in certain circumstances.

7.2 You have the right to take any complaints about how we process your personal data to the Information Commissioner:

<https://ico.org.uk/concerns/>  
0303 123 1113.

Information Commissioner's Office  
Wycliffe House  
Water Lane  
Wilmslow  
Cheshire SK9 5AF

For more details, please address any questions, comments and requests regarding our data processing practices to CGS, in person, by phone, or using the website contact form.