



Avon Amateur Dancers Club

Contact Registration Form

AADC Members can save the Club effort and expense by electing to receive Club communications by email, if they wish. This means notices of Club events, details of the AGM, etc, will be in your email inbox (and can be filed elsewhere on your computer if you wish) instead of lost in a pile of paper on your desk. Go paperless! **Do not fill in this form if you wish to continue to receive information by post. Members returning this form (with an email address provided) will be assumed to have given permission to use email as their primary means of contact.**

Non-members can use this form to register and receive information about AADC events by email or post.

Only fill in the details overleaf that you are happy to share with Avon Amateur Dancers Club. By providing information, you are giving permission for AADC to store your details by any means appropriate (including electronic storage) and use it expressly to contact you for matters regarding AADC *exclusively*, and for no other reason.

Email addresses supplied will be sent a test message, and only made active when the test message is replied to positively confirming that the email has reached the right place.

Please hand completed forms to any committee member, or forward to:

Mr P Jones (HonSec, AADC)
9 Proctor Close,
Grace Park,
Brislington,
Bristol BS4 5HT

An electronic version of this form is available to download and submit by email from our web site:
<http://www.avondanceclub.org.uk/contact-us/>

Compliance with the Data Protection Act

Individuals and non-commercial organisations are *not* required to register with the Commissioner for the purposes of the Data Protection Act *providing the data collected is not "processed"* (eg used for statistical analysis or relationship tracking etc, or passed on to third parties who may process the data). Avon Amateur Dancers Club will maintain a contacts list or database for the purpose of contacting members (and non-members who have registered an interest) with news of Club events only, as and when appropriate, and will not pass contact information on to third parties or divulge individuals' details to other individuals.

To comply with the Data Protection Act, individuals' details collected must not be used for any purpose other than the specific purpose for which it was collected, held securely, and only held for the duration that the implied permission is valid. It is a duty that the details held are applicable and accurate, and individuals wishing to review, amend, update, or remove their record should contact the HonSec.



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(see notes overleaf)

PLEASE USE BLOCK CAPS, or delete where applicable (unless otherwise stated)

Name: _____ Member / Non-Member

If more than one person is contactable at the address/email details below, please list them here. Only one set of information will be sent; if multiple people require one set of information each, or wish to be treated separately, please fill in separate contact registration forms.

Additional 1: _____ Member / Non-Member

Additional 2: _____ Member / Non-Member

Additional 3: _____ Member / Non-Member

Members: please provide your postal address so that we can identify your membership.

Non-members: only provide a postal address if you wish to receive information about AADC events by post, not email.

Address: _____

Country (if not UK): _____ Post Code / Zip: _____

Telephone (optional): _____

Do not provide an email address unless you are willing to receive all Club communications by email (not post). This will save the Club effort and money. By providing an email address, you accept responsibility for notifying AADC of any subsequent changes to your email address. Provide a secondary email (if you have one) as a fall-back - we will send communications to both.

Email: _____ @ _____

Secondary: _____ @ _____

The above details are current and correct, and I hereby grant permission for Avon Amateur Dancers Club to retain them, and use them to contact me regarding matters pertaining to AADC, until further notice.

Signed: _____ Date: _____