



Registered Charity No 1113163

**THE WALLPAPER HISTORY SOCIETY**  
**(founded 1986)**

**PRIVACY NOTICE FOR VOLUNTEERS**

This privacy notice tells you what to expect us to do with your personal information.

- Contact details
- What information we collect, use, and why
- Lawful bases and data protection rights
- Where we get personal information from
- How long we keep information
- Who we share information with
- Sharing information outside the UK
- How to complain

**Contact details**

Email: [membership@wallpaperhistorysociety.org.uk](mailto:membership@wallpaperhistorysociety.org.uk)

**What information we collect, use, and why**

We collect or use the following personal information **as part of staff or volunteer recruitment, administration and management:**

- Contact details (eg name, address, telephone number or personal email address)

**Lawful bases and data protection rights**

Under UK data protection law, we must have a “lawful basis” for collecting and using your personal information. There is a list of possible lawful bases in the UK GDPR. You can find out more about lawful bases on the ICO’s website.

Which lawful basis we rely on may affect your data protection rights which are set out in brief below. You can find out more about your data protection rights and the exemptions which may apply on the ICO’s website:

*Your right of access* - You have the right to ask us for copies of your personal information. You can request other information such as details about where we get personal information from and who we share personal information with. There are some exemptions which means you may not receive all the information you ask for. [Read more about the right of access.](#)

*Your right to rectification* - You have the right to ask us to correct or delete personal information you think is inaccurate or incomplete. [Read more about the right to rectification.](#)

*Your right to erasure* - You have the right to ask us to delete your personal information. [Read more about the right to erasure.](#)

*Your right to restriction of processing* - You have the right to ask us to limit how we can use your personal information. [Read more about the right to restriction of processing.](#)

*Your right to object to processing* - You have the right to object to the processing of your personal data. [Read more about the right to object to processing.](#)

*Your right to data portability* - You have the right to ask that we transfer the personal information you gave us to another organisation, or to you. Read more about the right to data portability.

*Your right to withdraw consent* – When we use consent as our lawful basis you have the right to withdraw your consent at any time. [Read more about the right to withdraw consent.](#)

If you make a request, we must respond to you without undue delay and in any event within one month.

To make a data protection rights request, please contact us using the contact details at the top of this privacy notice.

### **Our lawful bases for the collection and use of your data**

Our lawful bases for collecting or using personal information **as part of staff or volunteer recruitment, administration and management are:**

- Consent - we have permission from you after we gave you all the relevant information. All of your data protection rights may apply, except the right to object. To be clear, you do have the right to withdraw your consent at any time

### **Where we get personal information from**

- Directly from you

### **How long we keep information**

We may be required to maintain your personal information for as long as necessary to comply with our legal or regulatory compliance needs (e.g., maintaining records of transactions you have made with us). This means we may keep different information for different periods. If your membership is ended, we may delete this information immediately. There may be occasions where we are unable to fully delete, anonymize, or de-identify your personal information due to technical, legal, regulatory compliance, or other operational reasons. Where this is the case, we will take reasonable measures to securely isolate your personal information from any further processing until such time as we are able to delete, anonymize, or de-identify it.

For more information on how long we store your personal information or the criteria we use to determine this please contact us using the details provided above.

### **Who we share information with**

In some circumstances, we may share information with the following organisations:

- External auditors
- Professional consultants

Data processors

#### **The Hosting Heroes Ltd**

This data processor does the following activities for us: They provide email hosting services.

#### **Microsoft Corporation**

This data processor does the following activities for us: They provide MS365 software as a service office tools, email and Teams collaboration software

#### **Eventbrite, Inc**

They provide online event ticketing and payment processing services

#### **Intuit Inc**

They provide email marketing services through the Mailchimp brand

#### **Paypal, Inc**

They provide online payment processing services

#### **Sage Group plc**

They provide cloud-based accounting software services

#### **Slack Technologies, LLC**

They provide online collaboration tools for the committee and volunteers

#### **WhatsApp**

They provide messaging services which we use for event participants

#### **Wix.Com Inc.**

They provide the society's website and eCommerce functionality

#### **Zoom Communications Inc**

They provide video conference services

### **Sharing information outside the UK**

Where necessary, we will transfer personal information outside of the UK. When doing so, we comply with the UK GDPR, making sure appropriate safeguards are in place.

For further information or to obtain a copy of the appropriate safeguard for any of the transfers below, please contact us using the contact information provided above.

**Organisation name:** Eventbrite, Inc

**Category of recipient:** Technology provider

**Country the personal information is sent to:** USA

**How the transfer complies with UK data protection law:** Addendum to the EU Standard Contractual Clauses (SCCs)

**Organisation name:** Intuit Inc

**Category of recipient:** Technology provider

**Country the personal information is sent to:** USA

**How the transfer complies with UK data protection law:** Addendum to the EU Standard Contractual Clauses (SCCs)

**Organisation name:** Paypal, Inc

**Category of recipient:** Technology provider

**Country the personal information is sent to:** USA

**How the transfer complies with UK data protection law:** Addendum to the EU Standard Contractual Clauses (SCCs)

**Organisation name:** Sage Group plc

**Category of recipient:** Technology provider

**Country the personal information is sent to:** Ireland

**How the transfer complies with UK data protection law:** Addendum to the EU Standard Contractual Clauses (SCCs)

**Organisation name:** Slack Technologies, LLC

**Category of recipient:** Technology provider

**Country the personal information is sent to:** USA

**How the transfer complies with UK data protection law:** Addendum to the EU Standard Contractual Clauses (SCCs)

**Organisation name:** WhatsApp LLC

**Category of recipient:** Technology provider

**Country the personal information is sent to:** Denmark, India, Ireland, Norway, Singapore, USA

**How the transfer complies with UK data protection law:** Addendum to the EU Standard Contractual Clauses (SCCs)

**Organisation name:** Wix.Com Inc.

**Category of recipient:** Technology provider

**Country the personal information is sent to:** USA

**How the transfer complies with UK data protection law:** Addendum to the EU Standard Contractual Clauses (SCCs)

**Organisation name:** Zoom Communications Inc

**Category of recipient:** Technology provider

**Country the personal information is sent to:** USA

**How the transfer complies with UK data protection law:** Addendum to the EU Standard Contractual Clauses (SCCs)

### **How to complain**

If you have any concerns about our use of your personal data, you can make a complaint to us using the contact details at the top of this privacy notice.

If you remain unhappy with how we've used your data after raising a complaint with us, you can also complain to the ICO.

The ICO's address:

Information Commissioner's Office

Wycliffe House

Water Lane

Wilmslow

Cheshire

SK9 5AF

Helpline number: 0303 123 1113

Website: <https://www.ico.org.uk/make-a-complaint>

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