

Privacy Notice for MailChimp (email marketing)

Our general privacy information is available at www.southglos.gov.uk/privacy

This privacy notice relates to the personal information we have collected for sending out online newsletters and updates (via [MailChimp](#)) that you have opted to receive.

We will use your information according to the UK Data Protection laws by establishing permission being provided by the customer to use the information.

How we will use your information

We will use your information to provide the above service you have requested whilst complying with the established lawful conditions.

Who we can share your information with

In order to provide the service you require we may share your information with the following:

- Our strategic communications team
- Our digital team
- Other council service areas responsible for the newsletter or update(s)

We may also share your information with others outside of the council e.g. regulators and other public organisations for the detection and prevention of crime.

How long we will keep your information

We will keep your information for as long as you have a relationship with us. Specific information relating to this service will be retained according to the relevant record retention schedule. We may retain anonymised information about the service we provided to help us improve our services in the future.

You can opt out of our MailChimp mailing lists at any time by using the unsubscribe link included in every email you receive.

Transferring your information overseas

When you subscribe to our mailing lists via MailChimp, the information you provide will be stored by MailChimp in accordance with their [privacy policy](#) and [terms](#).

Your rights

You have a number of rights relating to your information e.g. to see what we hold, to ask us to share it with another party, ask us to update incorrect or incomplete details, to object to or restrict processing of it or to make a complaint about how we are handling it. If you have given us your permission to use your information you also have the right to withdraw that permission at any time in the future.

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If you have any worries or questions about how your personal information is handled please contact our Data Protection Officer at DPO@southglos.gov.uk or write to us at Data Protection Officer, PO Box 1953, The Council Offices, Badminton Road, Bristol, BS37 0DB and we will be pleased to help you.

For independent advice about data protection, privacy and data sharing issues, you can contact the Information Commissioner's Office (ICO) at:

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

Tel: 0303 123 1113 (local rate) or 01625 545 745 if you prefer to use a national rate number.

Alternatively, visit ico.org.uk or email casework@ico.org.uk.