

Privacy Statement

Keeping your data secure is very important to us. We will never make your personal data available for marketing purposes to external individuals or organisations. For more information email office@covcitymission.org.uk

Why we collect information about you

We collect information about you for the following reasons:

- To provide you with information about our work including supporter-related mailings and events.
- To ask for financial and non-financial support, such as prayer
- To process donations you give us and to ensure they are recorded correctly.

Keeping us up to date with your details and contact preferences

Please tell us as soon as any of your contact details change so that we can keep our records up to date.

You can change the way we contact you or the kind of material we send you at any time by contacting us by mail, phone or email using the contact details above. You can also ask us at any time to delete your contact information from our records.

Who sees your information?

The information we collect will be used exclusively within Coventry City Mission. We do not pass any of your personal information to any other organisations and/or individuals without your express consent.

Our Use of Your Information

The information that you provide to Coventry City Mission will be used to provide you with information about our work including supporter-related mailings, events, resources, fundraising and other services and activities described on our website.

By providing information you are agreeing to receive mailings that communicate the work of Coventry City Mission.

How Long Do We Keep Your Information?

The length of time we keep the information you have given us depends on the context in which you provided it. We will only keep information that is necessary for us to provide membership mailings, other resources and for statistical purposes.

We will keep records of any financial transactions you enter into with us for a minimum of six years. This will enable us to meet with accounting requirements and respond to any questions from you that arise during that period. Gift Aid declarations and transactions must be kept for a minimum of 12 years after the Gift Aid is no longer valid.

Viewing the Information we hold about you

You may request details of all the information Coventry City Mission holds about you by submitting a written request to our data protection officer. Please write to: The Data Protection Officer, Coventry City Mission, PO Box 40, Coventry CV1 9DQ or emailing office@covcitymission.org.uk