



**CENTRE FOR  
INCLUSIVE LIVING  
Perth & Kinross**

*Access Equality Independence*

## **Privacy Notice**

This privacy notice tells you about the information we collect from you when you subscribe to receive newsletters from us.

In collecting this information, we are acting as a data controller and, by law, we are required to provide you with information about us, about why and how we use your data and about the rights you have over the data.

## **Who Are We?**

Centre For Inclusive Living Perth and Kinross, we are a Scottish Charity, SCO16452 and a Company Limited by Guarantee, SC339913

You can contact us at:

90 Tay Street  
Perth  
PH2 8NP  
Phone: 01738 587282  
Email: [info@cilpk.org.uk](mailto:info@cilpk.org.uk)

## **What Personal Data will we collect?**

When you subscribe to receive our newsletter we will ask for your first name, last name, email and your newsletter preference(opt in) to receive our newsletter.

## **Why do we collect this information?**

We require this information to help us assign you to the appropriate newsletter list so you receive only the email communication to which you have opted-in.

## **What do we do with your personal information?**

CILPK uses an online service called Mailchimp to send out our newsletters. By giving your personal information, you agree to it being transferred to Mailchimp for processing in accordance with their [Privacy Policy](#) and [Terms](#)

Centre For Inclusive Living Perth and Kinross, Scottish Charity,  
SCO16452, Company Limited by Guarantee, SC339913

## **How long do we keep your data?**

The personal information you have given us will be kept with us until you tell us that you no longer want to get our newsletter.

You can change your mind about getting our newsletter at any time by contacting us at 90 Tay Street, Perth, PH2 8NP, Phone: 01738 587282, Email: [info@cilpk.org.uk](mailto:info@cilpk.org.uk). Or you can hit the unsubscribe button at the bottom of the email.

## **Your Rights over your information**

By Law, you can ask us what information we hold on you, and you can ask us to correct it if it is inaccurate.

You can also ask us to give you a copy of the information and to stop us using your information for a period of time if you believe we are not doing so lawfully.

You can contact us on the details above if you wish to raise a complaint on how we have handled your personal data.

If you are not satisfied with our response or believe we are processing your data not in accordance with the law you can complain to the Information Commissioners office <https://ico.org.uk/>