



Section 9a

Weedon Village Hall GDPR Information Request Form

Please use this form to make your request for Personal data that is held on record by Weedon Village Hall Committee.

The Form can be emailed or posted.

Using and emailing this form will provide a mutual audit trail.

You will receive acknowledgement of receipt of your request within 7 days and a full response within 4 weeks of receipt.

All requests will be dealt with in strict confidence and in accordance with the GDPR Regulations.

Postal Address: The Chairperson. Weedon Village Hall, West Street, Weedon. NN7 4QU

Email: weedonvillagehall@gmail.com

Details Required

1. Name and Organisation (if applicable):.....
2. Address (including postcode):.....
3. Telephone:
4. Email address.....
5. Your preferred response contact. ie phone ,email, post,
6. The Information you require :-
- 7.. Any other comments?

Signed

Date

Please note that unsigned Complaint Forms will not be actioned.

WVHMC USE ONLY

Date Received:	Action by:	Date Resolved:
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