

## **FROME ACTIVITIES AND SPORTS TRUST (FAST)** **PRIVACY STATEMENT**

### **HOW WE USE YOUR PERSONAL DATA**

Our legal ground for processing your data is for the performance of a contract with you. We do not share your personal information with any third party for purposes of marketing.

### **DATA SECURITY**

We have put in place security measures to prevent your personal data from being accidentally lost, used or accessed in an unauthorised way, altered or disclosed.

We have put in place procedures to deal with any suspected personal data breaches and will notify you and any applicable regulator where we are legally required to do so.

### **DATA RETENTION**

We will only keep your personal data for as long as it is necessary to fulfill the purposes for which we collected it. We may retain your data to satisfy any legal, accounting or reporting requirements.

We have a legal requirement to keep information for 6 years.

### **PUBLICITY REQUIREMENTS**

We expect our logo, which can be downloaded from [www.fastrust.org](http://www.fastrust.org), to appear on published information about the funded project and to be mentioned in press and associated publicity. We will ask for evidence to be provided for monitoring purposes.

In our own publicity material, **FAST** may use photos with agreement from participants and may use the name of the receiving organisation and project.

We will publish grants awarded and summarise the projects using information contained in the grant application form.

The applicant must abide by all relevant laws and regulations. We reserve the right to request sight of the organisation's policies.

# **FAST**

Frome Activities & Sports Trust

[www.FAS-trust.org](http://www.FAS-trust.org)

- Charity Commission ref: 00000000  
- Registered as a Limited Company in England & Wales: 00000000  
- Not registered for VAT

If we become aware of evidence of dishonesty or negligence which could bring our reputation into disrepute, action will be taken and the grant terminated.

## **COMPLAINTS**

We are committed to protecting your personal data but if, for some reason, you are not happy with any aspect of how we collect and use your data, you have the right to complain to the Information Commissioner's Office (ICO), the UK Supervisory Authority.

We would be grateful if you could contact us first if you do have a complaint so that we can try to resolve it for you.