

Please ensure you have been provided our ([general privacy notice](#)) for a form collecting personal information. You can also see our ([privacy statement](#)) on our website for further details on how we collect, use, share and store personal information.

Specific processing purposes and legal basis, etc: Membership contacts information



(controller) who we are:

Glasgow Life, the operating name of Culture and Sport Glasgow, is the controller of personal information collected by us that is necessary for our processing purposes. See [contact us](#) for details of our data protection officer.



Specific (purposes) why do we need your personal information and what do we do with it?

- (1) (a) We need your personal information in order to provide you with services that are part of the membership benefits that you and/or your organisation are entitled to by being a member of Glasgow Life. This will include referring you to clients, sending you enquiries and promoting your services.
- (1) (b) We process your information within our Sage CRM system and our website that are located on secure servers.
- (2) We need your personal information in order to send you invitation for industry events that have direct impact on you and/or your organisation.
- (3) We need your personal information for local crisis management purposes.



Specific (sharing) who do we share your information with?

- (1) We will make your details available on our website, under your organisation's section.
- (1) We may share your professional information with clients or potential clients who enquire about your organisation or about services that your organisation might provide.
- (1) We may share your personal information with clients or potential clients that you or your organisation will be providing services for directly or indirectly.



Specific (international transfers) if any:

- (1) We may share your professional information with clients and potential clients that are based outside of the UK and the EU.



Specific (legal basis) for using your information:

- (1) Necessary for the performance of a contract with you (or to take steps to enter into a contract with you).
- (2) With your consent (you can withdraw anytime).
- (3) Necessary for the performance of a task carried out in the public interest by Glasgow Life, as set out in the Local Government (Scotland) Act 1994 (section 176)

You can see a summary of how [your rights](#) are implemented for each [legal basis](#) used at:

www.glasgowlife.org.uk/privacy-rights



(more information):

You can find more information about how we handle your personal information at:

www.glasgowlife.org.uk/privacy. If you need help in another format e.g. large print, braille or audio, please ask a member of staff, contact us or visit: www.glasgowlife.org.uk/accessibility



(contact us):

You can contact our data protection officer about any data protection matter by post at this address: c/o Data Protection, GCC, City Chambers, George Square, Glasgow G2 1DU, United Kingdom; by email at: dataprotection@glasgow.gov.uk; and by telephone on: 0141 287 1055.