





If you are able to agree with the Gift Aid declaration, The Leprosy Mission can reclaim 25p in every pound that you give at no extra cost to you. All you need to do is fill in the details below and tick the Gift Aid box.

Title/First name/Surname	Home address & number (this is essential for Gift Aid)	Postcode	Date paid	Donation amount	Gift Aid?	I prefer not to be contacted by TLM in the future	For office use only
MRS JANE SMITH	12 CHARITY WAY, PETERBOROUGH	AB1 2CD	1/1/2017	£10.00	✓		
				<b>Total Collected</b>	<b>£</b>		

Please ensure that you fill in ALL columns in BLOCK CAPITALS

**Collector's responsibility**

Please note that the data collected on this form is classed as Personal Data which has been collected and processed on behalf of The Leprosy Mission England and Wales.

It is your responsibility to:

- Keep and file securely and not share with any person other than TLMEW, any Personal Data that has been collected or recorded, either at home or at the church represented, but once it has been passed on to TLMEW keep it only for so long as is necessary.
- Use an envelope marked as private and confidential and suitably secure e.g double enclosure or hard backed and taped down, when posting the information to TLMEW.

**Data breach**

In the unfortunate event that Personal Data for supporters of The Leprosy Mission England and Wales is lost or stolen, it is important for The Collector to: Inform The Leprosy Mission England and Wales, with as much information about the Data Breach without undue delay by email to post@TLMEW.org.uk with a telephone call to confirm receipt, and, in any event, within 24 hours, of the occurrence of a personal data breach.

**Your privacy**

The Leprosy Mission and designated representatives will collect your data to process your donation. Your details will only be used to provide you with information you would reasonably expect or have agreed to. This may include using your data to analyse our supporter donor base, so that our marketing communications with you and others are appropriate and cost effective. You can withdraw consent to us using your data in this way at any time by contacting our Supporter Care team on 01733 370505 or by emailing post@TLMEW.org.uk. We never sell our data, promise to make all reasonable efforts to keep your details secure and will only share them with suppliers working on our behalf.

