



St Peter and St Mary's Church  
Station Road West, Stowmarket, IP14 1ES



**Christmas Tree Festival 2022**

**Friday 25<sup>th</sup> November 2022 – Saturday 31<sup>st</sup> December 2022**

Name of Group/Organisation/School (as you wish it printed in the programme)

.....

\*Contact Person .....

\*Position in Organisation .....

\*Address .....

\*Tel No..... \*Email .....

\* Please see Privacy Notice attached/overleaf for important information on the use of these details.

Theme, Carol or verse chosen.....

Attached is a poem or verse to be considered for my tree. Yes / To follow / No

Verse:

Author and full details of source of poem/verse [for copyright permission] [the title and author of the book/publisher/ISBN number etc or the exact location on the internet ]

.....

We have a logo that we would like printed Yes / No

Please email logo to [ctf@stowmarketparishchurch.co.uk](mailto:ctf@stowmarketparishchurch.co.uk)

Special request [if possible] e.g. tree size.....

## General Data Protection Regulation (GDPR) Privacy Notice

This notice gives information concerning the holding of your personal details in relation to the 2021 Stowmarket Christmas Tree Festival.

We need to hold your personal details to enable us to effectively administer the Christmas Tree Festival and advise you of matters specifically relating to your involvement. We may need to contact you urgently if there is any change to plans or schedules which affect you, or if there is a query or issue with your tree or other area of involvement. We may also contact you from time to time with general information concerning the Christmas Tree Festival and any pre- or post-festival events intended for those involved with the Festival.

We will contact you using the most appropriate information you have supplied to us – please only fill in personal information (marked with an asterisk) which you are happy for us to use to contact you. You may change your decision at any time by contacting the Christmas Tree Festival Administrator via the Church Office.

Your details will be held securely and confidentially and will not be passed to any other organisation.

Our General Privacy Notice can be viewed at <http://www.stowmarketparishchurch.co.uk/Privacy.php>