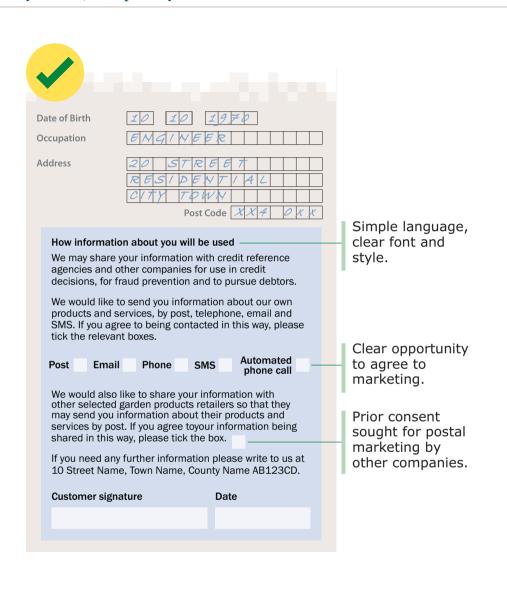
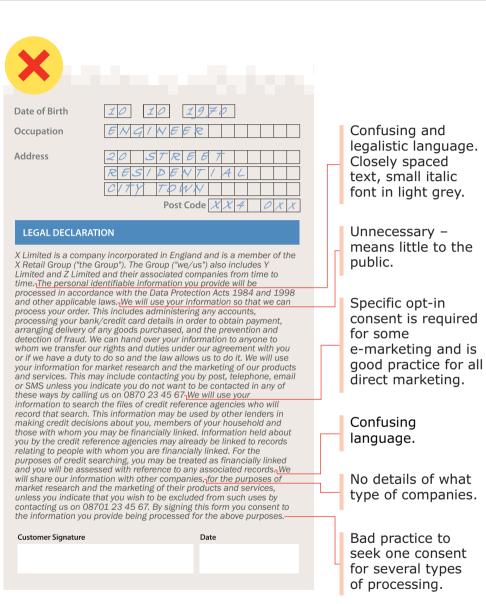
Privacy notices, transparency and control





Privacy notices, transparency and control



Please provide telephone numbers in case we need to contact you about your claim.

You do not have to tell us your phone number but it will help us to contact you quickly if we have a question about your claim.

Home:

Mobile:

Clear explanation of why it would be helpful to provide this information.



About your claim - Sharing information

Sharing information with your landlord could help us to deal with your claim more quickly and reduce the risk of you falling behind with your rent because of your claim being delayed.

If your housing benefit is paid directly to your landlord or to your council rent account, then we can discuss payment details (eg award dates and amounts) as we have to give your landlord this information.

With your permission, we would also be able to tell your landlord if:

- You have claimed housing benefit
- We have made a decision on your claim, or
- We need more information to make a decision and what that information is.
- You can withdraw your permission at any time.
- We won't give your landlord any information about:
- Your personal or family circumstances.

Your finances

It will not affect your claim if you do not give us permission to discuss your claim with your landlord.

If we can talk to your landlord about your claim please sign below.

I give my local council permission to share information about the progress of my housing benefit claim with my landlord or their representative.

Signature of claimant:	Date:
Signature of partner:	Date:

Honest explaination of the outcome of choosing not to provide the requested information.



Your declaration

I understand the following:

You will use the information I have provided to process my claim for housing benefit, council tax benefit, or both.

You may check some of the information with other sources within the council, the rent service, other councils and government departments, eg the benefits agency, the Inland Revenue and the Home Office.

You may also get information about me from certain other organisations, or give information about me to them to: make sure the information is accurate; prevent or detect crime; and protect public funds. These other organisations include government departments, other local authorities and private sector organisations such as banks and organisations that may lend me money.

If I give information that is incorrect or incomplete you may take action against me, including court action.

I declare that the information I have given on this form is correct and complete.

Signature of the person claiming:

Clear explanation of purpose and use.

Privacy notices, transparency and control



You must provide the following telephone numbers. It will delay your claim if you don't provide your telephone numbers.

Home:

Mobile:

Implies it is mandatory to give this information when in this case it is voluntary.



About your claim - Sharing information

Enabling us to share your personal data with your landlord and other third parties could help us to deal with your claim more quickly and reduce the risk of any delay with the processing of your claim which may cause you to fall into arrears with your rental payment.

If your Housing Benefit is paid directly to your landlord or to your Council rent account, then we can discuss payment details (eg award dates and amounts) as we have to give your landlord this information. However, if you sign below we would also be able to tell your landlord whether you have claimed Housing Benefit or we have made a decision on your claim, or we need further information to make a decision about your claim and what that information may be.

Signature of claimant:

Date:

Signature of partner:

Date:

By signing above you agree that we can share information about the progress of your Housing Benefit claim with your landlord /landlady or their representative.

It will not affect your claim if you don't give us permission to discuss your claim with your landlord.

This should appear before the signature box, so that individuals are fully aware of the choice to provide or not to provide the information.

Doesn't say who the other third parties are.



Declaration

I hereby confirm my understanding of and acceptance of the following information. Donningly Council (the 'Council') will utilise the personal data I have provided in this form and via any evidence I have submitted in support of my claim in order to process my claim for housing benefit, council tax benefit, both of these or other applicable benefits which may be available to myself in accordance with the Council's personal data usage policies. The Council may check the personal data against other sources within the Council and other relevant third party public sector organisations as necessary in order to prevent and detect crime, protect public funds and make sure the personal information is accurate. The Council may also require to check personal data I have provided, or information in relation to myself, which has been provided to the Council by a third party with other information held by the Council. The Council may also get information about me from third parties or give information about me in accordance with the law. For the purposes of the Data Protection Act 1998 the data controller processing your personal data is Donningly Council. The Council processes all personal data in accordance with the Data Protection Act 1998 and the law.

Having read and understood the above information I hereby provide declaration that the data on this form is correct and comprehensive and understand that if I give the Council information that is incorrect or incomplete the Council may commence legal action against me potentially leading to or including court action.

Signature:

Confusing language.

not all due and pay. To me localetely and him not be attached to the terms of any default notice issued by you.

Using your personal information

- **6.** Personal information which you supply to us may be used in a number of ways, for example:
 - To make lending decisions
 - For fraud prevention
 - · For audit and debt collection
 - · For statistical analysis
- (i) We may share your information with, and obtain information about you from, credit reference agencies or fraud prevention agencies, If you apply to us for insurance we will pass your details to the insurer. Information provided by you may be put onto a register of claims and shared with other insurers to prevent fraudulent claims.
- (ii) We will not disclose any information to any company outside the XXXX Bank Group except to help prevent fraud, or if required to do so by law
- (iii) For further information on how your information is used, how we maintain the security of your information, and your rights to access information we hold on you, please contact: (clear web link/freephone etc.)

Title that people will understand.

Clarity about who personal information is shared with and why.

Clear info about how to find out more. Easy, free access.

> Doesn't describe the companies sufficiently or say how they will provide this marketing information.

ot 23 due and pays 10 m nowately and this not attached to the terms of any default notice issued by you.

DPA Statement

- 6. I/we agree that You and any lender resulting from this application (the" Lender") shall be entitled to use and process, by any medium, the information given by me/us which may be acquired during the lifetime of any loan for the following purposes:
- to provide data and search the files of credit reference agencies or fraud prevention agencies whether before or during the lifetime of any loan granted me/us by the Lender
- (ii) to disclose the data to credit reference agencies when required by them for future applications for finance by me/us or my/our financial associates unless I/we successfully file a disassociation with the credit reference agencies.
- (iii) to disclose the data to any other company within the XXXX Bank Group or to any third party at any time for the purpose of assessing my/our application and administering and enforcing any subsequent loan
- (iv) to disclose the data to any third party who replaces my/our Lender.

By submitting your personal data you CONSENT to it being processed.

We will share information about you within the XXXX Bank Group and also with other selected companies to provide you with information about products/services which we believe may be of interest to you.

Under the terms of the Data Protection Act 1998 you have the right to make a subject access request. All requests must be made in writing to our head office. There is a charge for this service.

If you do not wish to receive marketing information from XXXX Bank Group or other companies please inform your branch.

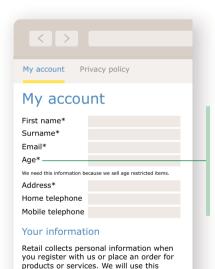
Title doesn't mean much to the public.

Unnecessarily complicated language. Use of I or me, we or us etc adds to confusion.

Unclear, offputting notice – seems like a difficult, expensive process. People may not know what a subject access request is.

Small print, not easy to do (i.e. contact branch). Opt-out statement not next to statement about marketing information.

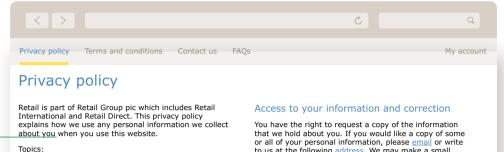




Clear information about the identity of the organisation.

Clear, comprehensive links to additional information.

It is acceptable to ask for information like age or gender if vou have a business reason to do so.



• What information do we collect about you?

. How will we use the information about you?

What information do we collect about you?

us or place an order for products or services. We also collect information when you voluntarily complete

customer surveys, provide feedback and participate in

How will we use the information about you?

We collect information about you to process your order,

manage your account and, if you agree, to email you

about other products and services we think may be of

We use your information collected from the website to

If you agree, we shall pass on your personal information to our group of companies so that they may offer you

Retail PLC will not share your information for marketing

In processing your order, we may send your details to,

We would like to send you information about products

and services of ours and other companies in our group which may be of interest to you. If you have consented to receive marketing, you may opt out at a later date.

You have a right at any time to stop us from contacting you for marketing purposes or giving your information to

If you no longer wish to be contacted for marketing

and also use information from credit reference agencies

purposes with companies outside the Retail Group.

personalise your repeat visits to our website.

competitions. Website usage information is collected

We collect information about you when you register with

· Access to your information and correction

· Changes to our privacy policy

Cookies

interest to you.

Marketing

their products and services.

and fraud prevention agencies.

other members of the Retail Group.

purposes, please click here.

• Other websites

· How to contact us

to us at the following address. We may make a small charge for this service

We want to make sure that your personal information is accurate and up to date. You may ask us to correct or remove information you think is inaccurate.

Cookies

Cookies are text files placed on your computer to collect standard internet log information and visitor behaviour information. This information is used to track visitor use of the website and to compile statistical reports on website activity.

For further information visit www.aboutcookies.org or

You can set your browser not to accept cookies and the above websites tell you how to remove cookies from your browser. However in a few cases some of our website features may not function as a result.

Other websites

Our website contains links to other websites. This privacy policy only applies to this website so when you link to other websites you should read their own privacy policies.

Changes to our privacy policy

We keep our privacy policy under regular review and we will place any updates on this we b page. This privacy policy was last updated on 25 July 2016.

How to contact us

Please contact us if you have any question s about our privacy policy or information we hold about you:

- or write to us at: Retail Group, Privacy Team, Main Road, Town.

Clear and straight-forward quidance on how to access personal information.

Helpful privacy advice.

Clear reassurance about third party disclosures.

information to provide the services

requested, maintain guarantee records

and, if you agree, to send you marketing

companies outside the Retail Group. For

your information please see our privacy

more information explaining how we use

I would like to receive further information about your products and services:

information. Retail PLC will not share your information for marketing purposes with



