

Rotary on the Radio Play 4 Today Competition Entry Form and Privacy Notice

Please read the competition rules on www.meridianrotary.co.uk "Play 4 Today" page before completing this form. By signing this form, you confirm you have read, understood and agreed to the rules. Please return this form before **31 December 2019** either by e-mail to: play4today@meridianrotary.co.uk OR by post to: Rotary on the Radio Play Competition, c/o 107 Meridian FM Radio Studio, Jubilee Centre, Charlwoods Road, East Grinstead RH19 2HL.

Entrant's Name: (please type or use CAPITAL letters)	Age on 31 st December 2019:
Please tick category being entered: 14 - 18 years <input type="checkbox"/> 19 years and over <input type="checkbox"/>	To be completed by Entrant only: <input type="checkbox"/> I, the named Entrant, declare that this entry is entirely my own work.

Title of your Play:

Entrant's Contact Details

(only to be completed by Entrant if they are 18 years of age or over at the time of signing this form)

Entrant's address, inc Postcode:	Entrant's Tel No: Entrant's Email:
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Parent/Guardian Contact Details

(only to be completed by Parent/Guardian if Entrant is a minor, aged 14 - 17 years of age at the time of signing this form)

Parent's/Gardian's address inc Postcode:	Parent/Guardian's Tel No: Parent/Guardian's Email:
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Note that copyright remains with the writer but submission authorises the Rotary Club of East Grinstead Meridian to use the entry for promotional purposes.

Entrants under the age of 18 when this form is completed must get a parent/guardian signature to give permission for the following (if the Entrant is 18 years of age when this form is completed, they are giving permission themselves):-

- a. for the named Entrant to take part and be identified in the competition.
- b. for the information on this form to be used for the competition and shared in accordance with the Privacy Notice below.
- c. for East Grinstead Meridian Rotary Club Officers to make contact with the parent/guardian or entrant (where over 18 years of age) to discuss public relations opportunities.

By signing this form, you are also acknowledging that you have read and agree to the Privacy Notices referred to on the reverse of this form in respect of the use of personal information.

*Parent/Guardian/Entrant (Print Name):	**Signature:	Date:
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**delete as appropriate **Entrant may only sign this form if they are 18 years of age on the date the Entry Form is signed*

See next page for Privacy Notice

Privacy Notice – East Grinstead Meridian Rotary Play 4 Today Competition

[For the purpose of this privacy notice, Rotary International in Great Britain & Ireland (RIBI) also includes Rotary clubs and districts and their members. The use of the term ‘you’, ‘your’ also means that of your child where the competition Entrant is a minor, i.e. under the age of 18 years].

Members of Rotary International in Great Britain and Ireland (“we”) value the trust you put in us to process your personal information and will always be open and honest about the information we collect and how we will use it. We will never do anything with your personal information that you wouldn’t reasonably expect us to in relation to the Youth Competitions and we will always take every effort to protect your privacy.

The RIBI Privacy Notice is available on our website, www.rotarygbi.org, and explains how we collect, process and share personal information. This Privacy Notice is supplementary to the general RIBI Privacy Notice and explains in more detail how you can expect your personal information to be specifically used in relation to this Competition.

How we use your personal information for this Competition

1. We are collecting your personal information (and that of your child if a minor) for the organisation and administration of this competition only, it will not be used for any other purpose.
2. East Grinstead Meridian Rotary Club Officers may use your personal information to make contact with you to discuss public relations opportunities and will gain your specific consent at that time for the use of your information, such as photographs/interviews for newspaper articles, club or district websites etc. Where the entrant is a minor only the parent/guardian will be contacted.

Providing your personal information to others for this Competition

3. The personal information will only be shared with others who require it for their role/the services they provide for the organisation and administration of this competition.
4. Those individuals and organisations that have access to the personal information are also bound by the RIBI Privacy Notice.

Retaining and deleting your personal information

5. All reasonable steps will be taken by those concerned to ensure the personal information they have access to is kept securely and will not be shared with anyone who does not have a legitimate reason to have access to it in relation to the organisation and administration of the competition.
6. For this competition, personal information will be kept on file for 3 months after the date of the radio broadcast of the winning entries. After this date, the information will be securely destroyed (either by shredding, incineration or deletion from electronic devices) at Rotary club, district and national level. This timeframe is necessary to allow for any disputes to be settled before the personal information is destroyed.

By signing the front of this form, you are acknowledging that you have read and agree to this Privacy Notice in respect of the use of personal information for yourself (and your child, where applicable).

August 2019