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PRIVACY POLICY

The Clive and Sylvia Richards Charity Ltd is a registered data controller and information is treated in compliance with the provisions of the Data Protection Act 1998.

As a grant-making charity, applicants requesting funding voluntarily provide information in order to facilitate our grant-making and to further our charitable activities. Such activities may involve the publication on our website of lists of award holders and photographs (for which we will obtain written permission first from a person deemed eligible to agree and give authority).

We operate with openness, honesty, integrity and in compliance with the law. We are committed to protecting and respecting your privacy. Whenever you provide us with personal information we will treat your information in accordance with the law and this privacy policy.

In particular, we will:

- Collect information fairly
- Keep information secure
- Not share your data with third parties unless it is necessary to process your application
- Only keep your information for as long as is strictly necessary and useful

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