**If you are giving parental/guardian consent for an individual or a child under 13 years old**

Individual/child name:

Child’s date of birth:

Email or postal address:

Your name:

You may withdraw consent at any time by contacting the Council’s Information Governance team: dpaofficer@tendringdc.gov.uk, TEL: 01255 686060 and stating the reference number at the top of this form. Withdrawal of consent will cease any further processing by Tendring District Council. However, the Council has no control over images that are in wider circulation.

Tendring District Council [TDC] must comply with data protection legislation and the Freedom of Information Act 2000 in the way it handles and discloses information. Images and associated personal information will be held securely. Images of historical value may be offered to the offices of Essex Archivist and held indefinitely in the public record - <https://www.essexrecordoffice.co.uk/>

For more details, please view our Privacy Notices at <https://www.tendringdc.gov.uk/privacy>. If you do not have access to the internet, physical copies are available at Council offices. For comments and complaints about the handling of your personal information please contact the Council’s Data Protection Officer dpaofficer@tendringdc.gov.uk

Date:

Signature/by email/verbal

Please note in relation to this use of your personal data you have the following rights;

* To be **informed** • To **correct** any inaccurate data • To have the use of your data **restricted**
* To **access** the data • To have your data **deleted** • To **object** to the use of your data

For more information on these rights, please go to <https://www.tendringdc.gov.uk/privacy>

|  |  |  |
| --- | --- | --- |
| **SECTION ONE** | **SECTION TWO** |  |

|  |  |
| --- | --- |
|  Event Name: Event Date: | Consent  |
| Tendring District Council broadcast channels such as websites, social media, e-newsletters, printed and electronic materials (flyers, leaflets, brochures, banners etc) and media releases. Paid for advertising such as billboards, bus stops, buses, digital marketing, magazines, newspapers, radio, TV and websites. |   |

**INDIVIDUAL CONSENT FORM**

To comply with data protection law, we need to record your consent to use your information (still/moving image, audio and words). We will retain and use your information for the purpose of which it was taken [insert context i.e. gym class promotion, airshow advertising, Council public relations], for no longer than is necessary. Your contact details are required so that you can be contacted should it be necessary. Please note, images published on the website/internet can be viewed throughout the world and not just in the United Kingdom where UK law applies.

By ticking the box below and signing this form, you are giving your consent for Tendring District Council to use the information in the following ways:

**REFERENCE:**

**FOR OFFICE USE ONLY:**

**Consent withdrawn** [ ]  **Date:**

 