

Market Harborough U3A (MHU3A) Membership Information

Membership

Membership of Market Harborough U3A (MHU3A) is open to anyone no longer in full-time employment. The Third Age Trust receives £3.50 from every full subscription.

As a member of MHU3A, you agree to comply, at all times, with the MHU3A Member Code of Conduct and the Principles of the U3A. You will find copies of the Code and the Principles on our website at www.mhu3a.org.uk in Documents. If you do not have internet access, please ask the Membership Secretary for paper copies.

Gift Aid

MHU3A is a registered charity (no. 1093302). This means we can claim Gift Aid. Provided you are an UK taxpayer, if you sign the Gift Aid declaration, it will boost your donation by 25% at no cost to you. If you do sign the declaration, please tell the Membership Secretary if you change your name or address, wish to cancel your Gift Aid or no longer pay sufficient tax to qualify.

Privacy statement

It is important to read this privacy statement together with the MHU3A data protection and privacy policy. You can find a copy of the policy on our website (www.mhu3a.org.uk) in Documents. If you do not have internet access, please ask the Membership Secretary for a paper copy.

We collect the personal information that you provide in the application/renewal form so that we can manage and administer your membership. We will store this information securely and use it only for the purposes of communicating with you in respect of your membership of MHU3A.

Only a limited number of designated committee members can access your personal information. We may also give access to other authorised MHU3A members who require it for a specific purpose in connection with your membership of MHU3A. If you are a member of a group (or have expressed an interest in joining one), we may give the Group Leader access to your email address or (if you do not have one) your telephone number, so they can contact you about the group's activities, register your attendance and cancel or change arrangements for group meetings.

We will only keep your personal information for the minimum length of time we may need it, generally twelve months after you leave MHU3A or your membership lapses. If you sign the Gift Aid declaration, we will keep this information for a maximum of seven years. A Group Leader will only keep personal information whilst you remain a member of the group.

The legal basis for holding this information is that we have a legitimate interest in doing so as, without it, we could not administer your membership or carry out MHU3A's charitable purpose. We will only collect and store the minimum amount of personal information we need for this purpose.

We will not share this information with anyone outside of MHU3A unless you have consented to receiving the Third Age Matters magazine or for one or more of the reasons specified in our Data Protection and Privacy Policy in the section *Disclosing personal information to third parties*. If you have any concerns about the information we are holding or wish to access it, please contact our Membership Secretary (contact details are on the website and in the newsletter).

Access

If you need help to participate in the activities we offer, you are welcome to bring a companion with you. Your companion can be an adult family member, a friend or an employed carer (though non-members cannot participate in activities). Provided your companion is not an employed carer, they will also be insured under the U3A insurance policy. Employed carers must be covered by their own insurance policy before they can accompany you. For further information, please read the MHU3A access policy on our website (www.mhu3a.org.uk).