



Dear Edmundian,

**We want to stay in contact with you – your action is required!**

As you may be aware, the law is changing on how companies and organisations hold and use your personal data. This will affect the data that St Edmund's College and Prep holds for its alumni. To ensure that we can still send you our publications and letters/emails with information on alumni events and news of the College we need you to get in touch and confirm you are happy for us to do so.

If we do not hear from you, you will not hear from us and it would be a great shame to lose touch!

All you need to do is fill out the below and tick the appropriate boxes. Then please post it or email it back to us (you can fill it in by hand and then scan it or take a very clear photo or fill it in electronically).

Address: **The Alumni Office, St Edmund's College, Old Hall Green, Ware, Herts SG11 1DS**

Email: [alumni@stedmundscollege.org](mailto:alumni@stedmundscollege.org)

Please fill in your contact details below and remember you must tick the boxes of consent so that we may keep your data securely on our alumni database and use it to contact you.

Yours sincerely

Jo Beatty, Alumni Officer, St Edmund's College and Prep

<b>Personal Data Form</b>	
Name:	
Address:	
Email:	
Telephone number:	

<b>Consent Form</b>	Tick as appropriate
I am happy for St Edmund's College and Prep to contact me by email	
I am happy for St Edmund's College and Prep to contact me by post	
I am happy for St Edmund's College and Prep to contact me by telephone	
I am happy to receive occasional fundraising updates and information by email or post from St Edmund's College and Prep	

Signature (please type or sign):.....