

The Helmsley Archive - Privacy Policy

The following statements explain Helmsley Archive's Policy regarding the personal information you may give us when using this online query form

1. **Objective** Our aim is to ensure your privacy in accordance with the General Data Protection Regulations 2018 (GDPR).

2. **Submitting Personal Information**

If you choose to supply any personal information to The Helmsley Archive, we have legal obligations towards you (as set out in the GDPR) in the way we handle that data.

We will only use your information for the purpose for which you have given it, i.e. to provide further information about images, or to reply to an explicit query which you have asked.

We will hold your personal information on our systems for as long as we are in communication with you. We will no longer retain personal information when the purpose has been met; you may, at any point, request details of information held about you, or request its removal.

We will not sell, assign, disclose or rent your personal information to any other external organisation or individual.

3. **Your Consent** By providing personal information, you explicitly consent to its temporary digital retention in the manner set out above.
