

## MEMBERSHIP TERMS & CONDITIONS

These terms and conditions form the basis of membership to Philanthropy Impact, through which Philanthropy Impact will provide a service to members. By agreeing to these terms of service and signing up for membership, you are agreeing for your data to be handled in accordance with the data protection act. For more information, please see below

Contact Philanthropy Impact at:

5<sup>th</sup> Floor, Faraday House

48-51 Old Gloucester Street

London WC1N 3AE

Phone: 0207 430 0601

Email: [administration@philanthropy-impact.org](mailto:administration@philanthropy-impact.org)

We are happy to provide a list of our trustees on request

### Membership Benefits

As a member, you are entitled to [the benefits package outlined above](#). This may change depending on your level of membership and we reserve the right to change membership benefits at any time without prior notice. We reserve the right to refuse membership or membership renewal to an organisation or individual.

Membership operates on an organisational level and benefits apply to all employees within an organisation. A primary contact person is required for administrative and invoicing purposes. Philanthropy Impact must be notified of any changes to the primary contact individual.

### Membership Period and Renewal

The membership period is 12 months, and members will receive notice of an upcoming renewal 6 weeks in advance.

### Confirmation of Renewal and Outstanding Membership Fees

Confirmation can be noted by means of payment, or by means of written confirmation of intention to renew. If Philanthropy Impact does not receive notification of intention to cancel at least 1 week before the renewal date, the member shall be liable to pay the fees due.

To accommodate longer processing times required by some organisations to renew, there is a grace period of 2 months after membership renewal date for payment to be received. After this time all benefits will be retracted.

### New Members: Cooling Off Period/Membership Cancellation

Members reserve their right to cancel membership in writing, within 10 days of payment. They may be eligible for a refund of fees to the original card, provided that notice of cancellation is provided by the cardholder or primary contact within each firm. Cancellations received after this deadline will not be eligible for a refund.

Ceasing members will remain on our mailing list to receive details of open access activities. To withdraw your consent, please contact the address above.

These Terms and Conditions do not and shall not affect your statutory rights as a consumer.

### Philanthropy Impact

5th Floor Faraday House, 48-51 Old Gloucester Street, LONDON, WC1N 3AE Telephone: +44 (0) 20 7430 0601

### **Data Protection Policy**

We collect personal information from you when you communicate with us by any media. Philanthropy Impact processes your personal data (as defined by the Data Protection Act 1998) for the following purposes:

- To keep you informed about the activities of Philanthropy Impact
- To administer your organisation's membership of Philanthropy Impact
- To keep you informed about the events arranged by Philanthropy Impact or those with whom Philanthropy Impact works collaboratively in the area of Philanthropy and Giving
- Statutory and regulatory compliance
- Transferring to service suppliers, including but not limited to mailing houses for example, who undertake processing on our behalf and at our discretion
- To provide you with information relating to any benefits provided to you by third parties
- To process any enquiries raised by you in relation to your dealings with Philanthropy Impact and any services provided by Philanthropy Impact
- Marketing Philanthropy Impact and its products and services, including those of its group companies and third party suppliers
- Contacting you by email to send electronic marketing communications keeping you informed about the activities of Philanthropy Impact
- Achieving general charitable objectives of Philanthropy Impact

### **Sensitive Personal Data**

Certain personal information is categorised by the DPA as "Sensitive Personal Data". For more information on this definition, please visit [http://ico.org.uk/for\\_organisations/data\\_protection/the\\_guide/key\\_definitions](http://ico.org.uk/for_organisations/data_protection/the_guide/key_definitions)

In some circumstances, Philanthropy Impact provides you with the opportunity to inform us of your sensitive personal data. Unless we are permitted to process such sensitive personal data under the provisions of the DPA, we will ask you for consent.

### **Permitted Processing**

Any personal information you send to us will be treated in the strictest confidence. Philanthropy Impact ensures that it is permitted to use your personal data. If no statutory condition applies to the form of processing we undertake, we can only undertake such processing with your consent. You may withdraw your consent to our processing your personal data by writing to us at the address above.

If a statutory condition does apply allowing Philanthropy Impact to process your personal data, and you withdraw your consent this will not necessarily mean that Philanthropy Impact ceases to process your personal data for some purposes e.g. to keep copies of commercial transactions for 7 years.

### **Sharing Your Information**

If you do not wish for us to share your personal data with any third parties for marketing purposes, please contact the address above.

In some circumstances Philanthropy Impact may be required by law to share sensitive personal data about you with a third party. Otherwise Philanthropy Impact does not share sensitive personal data without your consent. Your personal data may be shared as set out in the above purposes.

### **European Economic Area (EEA)**

Please note that information displayed on our website or sent to Philanthropy Impact over the internet may be transferred outside of the EEA, where data protection laws are not as strong as within the EEA. If you have any concerns in relation to such transfers, please do not use the Internet as a means of communication with Philanthropy Impact.

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