

### **Use of your personal data**

In order to process your application for a grant for an elderly people's lunch club, we (Woking Borough Council) need to collect your personal data. We will not use it for any other purposes unless the law allows us to do so.

For the purposes of transparency your application and the personal data within it may be made available to Councillors and members of the public who enquire about grants awarded by the Council.

We will hold your personal data for no longer than 7 years after your last grant is awarded. You can ask us to access, rectify or erase the personal data we have about you by contacting us.

More information on how we collect and use your personal data and the control you have over it is available on our website:

[woking.gov.uk/dataprotection](http://woking.gov.uk/dataprotection)

You can also find out more by contacting our Data Protection Officer:

dataprotectionofficer@woking.gov.uk  
01483 755855