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**Declaration Form**

All entrants are deemed to have read and accepted the rules of the Grand Organ Composers’ Competition, including [the general York Minster Privacy Notice](https://yorkminster.org/privacy-notice/), and agree to be bound by them when they submit a score to the competition entry email address.

Please complete the following information and submit by email alongside your composition.

|  |  |
| --- | --- |
| Entrant’s first name and surname |  |
| The title of the composition |  |
| Date of birth |  |
| Entrant’s email address |  |
| Entrant’s phone number |  |

If the entrant is 17 years of age or under, please complete the additional following information:

|  |  |
| --- | --- |
| Parent/guardian’s first name and surname |  |
| Parent/guardian’s email address |  |
| Parent/guardian’s phone number |  |

I confirm that the composition is entirely my own work/the work of my child, is an original composition and does not infringe copyright or any other UK laws.

|  |  |
| --- | --- |
| Signature |  |
| Date |  |

PRIVACY NOTICE

The Chapter of York (“the Chapter”) is committed to protecting the privacy and security of your personal data. It is important that you read this notice so that you are aware of how and why we are using your personal data. This privacy notice describes how we collect and use personal data about you during and after your relationship with us, in accordance with data protection law.

When you/your child enters the Grand Organ Composers’ Competition (“the Competition”), the Chapter will collect and process the personal data that you have provided to us about yourself and/or, where they are aged under 18, your child. We will use such personal data to administer the Competition, obtain relevant permissions and communicate with you/your child on matters relating to the Competition. Additionally, the Chapter will collect and process your/your child’s submission, and if you/your child are a winner, proof of identity and your bank details for the purpose of administering your prize.

Sharing your data

If you/your child are highly commended or a winner, the Chapter will use your data, including any biographical information provided about you to us and your image, in its publications relating to the Competition. Additionally, the Chapter will share your data with Cathedral Music Trust (Registered charity no. 1187769 and Charitable Incorporated Organisation no. CE020570), Registered Office: 27 Old Gloucester Street, London, WC1N 3AX (“CMT”), and Goodwin Publications Limited (Company registration no. 08766895) trading as ‘Banks Music Publications’, Registered Office: 2 Sherbrooke Close, Kirkbymoorside, York, YO62 6LJ (“Banks”) so that they may contact you about the publication of your/your child’s composition and your participation in further publicity about the Competition.

The Chapter will only share the personal data that is necessary for these purposes and will not share your data with any other third party without your prior consent unless required or permissible by law.

Who is the Data Controller?

The Chapter is the “data controller” of your personal data. This means that the Chapter decides what your personal data is used for, and the ways in which it is processed. For the avoidance of doubt, your personal data will be collected and processed solely for the purposes set out in this privacy notice. As the data controller, the Chapter has the responsibility to comply, and to demonstrate compliance with, data protection law.

Lawful basis for processing your personal data

The Chapter relies on its legitimate interests as the governing body of York Minster, a Church of England cathedral, responsible inter alia for nurturing the development, performance and appreciation of the English cathedral tradition in choral and solo organ music to process this data. We have carefully considered the impact on you/your child and will not use your/your child’s personal data where the impact overrides our interests.

Retaining your data

All highly-commended/winning entrants’ data that the Chapter collects in the course of running this Competition will be kept for one year after the Competition closes, for the purpose of publicity, and then deleted; all other entrants’ data will be deleted three months after the Competition closes. Any highly-commended/winning entrants’ data that is included in Chapter publications may be retained and archived in perpetuity.

Your rights and more information

You have rights under data protection law. You can request a copy of the data the Chapter stores about you, request the correction or erasure of your data, object to the processing of your data, request the restriction of the processing of your data or request the transfer of your data.

However, there are exceptions to your rights, they may be limited in some situations and we may refuse a request. Further details are available in [the general York Minster Privacy Notice](https://yorkminster.org/privacy-notice/) or by contacting the Chapter Data Protection Officer.

Contact details

Chapter Data Protection Officer: Peter Young

Email address: dataprotection@yorkminster.org

Postal address: Church House, Ogleforth, York YO1 7JN

Telephone number: 01904 557200

You have the right to make a complaint at any time to the Information Commissioner's Office (ICO), the UK supervisory authority for data protection issues (www.ico.org.uk). We would, however, appreciate the chance to deal with your concerns before you approach the ICO so please contact us in the first instance.

Updating this privacy notice

We will revise the privacy notice if there are significant changes to how we use your personal data.

