

## **What Information Is Needed By Your District Data Compliance Officer To Write A Privacy Notice?**

It makes no difference whether your club has registered with the ICO, and paid the fee, or not.  
Equally it makes no difference whether your club has a website or not.

Your club still needs a Privacy Notice!

If you have a website then there should be a link to the privacy notice from the homepage in a prominent position.

Your District Data Compliance Officer can write this for your club by emailing the following information to [dpo@lions105cw.org.uk](mailto:dpo@lions105cw.org.uk)

- Does your club have a website?  
If yes, what is the website address?
- Contact Information for the club  
Name/Position  
Email address  
Phone Number
- Any Social Media used by the club, i.e. Facebook or Twitter etc?
- Any Annual events?
- Do you use any forms?