**Clearance for Personal Data retention and use by Regimental Association**

The law requires permission to be granted by individuals to organisations to retain personal data. As a Days Pay Scheme subscriber you are a Life Time member of your Association. For Data Protection purposes Home HQ needs permission from all Association members in order that data may be held to allow communication to be maintained. All members of **The Life Guards Association** are asked to complete this form and return it to Home HQ so that Members details may be held on the Home HQ Association database.

|  |  |
| --- | --- |
| **Regiment :** |  |
| **Service Number** | **Rank**  | **Surname**  | **Christian Names** |
|  |  |  |  |
| **Enlistment Date\***  | **Release Date\*** | **Date of Birth** |
|  |  |  |
| **Address :** |
| **Landline Number**  | **Mobile Number** | **Email address** |
|  |  |  |

\* As near as may be remembered

* This information will be held on our Association database at Home Headquarters and may be used in assisting in the maintenance of contact between members of the Association. I will inform Home Headquarters of future changes of address.
* I am content that images of me and the use of my name may be used in the annual Household Cavalry Journal.
* I understand that the details on this form may be passed to Branch Secretaries and that my contact details may be given to other Association Members on request. Once this form is completed please either email it to:

homehq@householdcavalry.co.uk

or post it to:

Home Headquarters

Household Cavalry Regiment

Combermere

Barracks

Windsor

SL4 3DN

**Date: Signature :**