

Personal Data Handling Agreement

Date: _____

To: [Volunteer's Name]

[Volunteer's Address]

Dear [Volunteer's Name],

We are excited to have you join us as a volunteer for [Event/Organization Name]. As part of your participation, we want to ensure that your personal data is treated with the utmost care and confidentiality.

Personal Data Collection

We will collect the following personal data:

- Full Name
- Email Address
- Phone Number
- Emergency Contact Information

Purpose of Data Collection

Your personal data will be used for the following purposes:

- Communication regarding volunteer opportunities
- Emergency contact purposes
- Feedback and evaluation

Data Protection

We are committed to protecting your personal data and will not share it with any third parties without your consent, except as required by law.

Data Retention

Your personal data will be retained for a period of [insert period] after which it will be securely deleted.

Consent

By signing this letter, you give your consent for us to handle your personal data as described above.

Thank you for your commitment to our cause. We look forward to working with you!

Sincerely,

[Your Name]

[Your Position]

[Organization Name]