



HM Passport
Office



Nottingham
City Council

General Register Office

How we use your information - Nottingham City Registration and Events Services

We will use the information provided by you for the purpose of Nationality Checking Services, provision of copy certificates, change of name deeds and booking ceremonies and events. The basis under which the Council uses personal data for this purpose is that it is necessary in the Public Interest by the Council or for the purpose of entering into a contract and in the exercise of official authority vested in the Council.

You will need to provide this information if you wish to access the above mentioned Services. Some of this information is required by Law.

The information provided by you may also be used for services provided by the Council. You can also find more information about rights that you have in connection to your data, how long we keep your data and how to contact the Data Protection Officer by looking at our detailed privacy statement at **www.nottinghamcity.gov.uk**.

If you do not have access to a computer please contact the Data Protection Team on 0115 915 5555 or let a member of staff know if you would like a printed copy of the Nottingham City Council's privacy statement.