



# YEARBOOK INFORMATION FORM 2024/25

Return this form to the address below immediately after your Annual Meeting. Failure to do so may mean incorrect information being printed. Your speedy cooperation is greatly appreciated.

**CFWI, Chy Noweth an Conteth, Truro Business Park, Threemilestone, Truro TR4 9NH, or email to [reception@cornwallwi.org.uk](mailto:reception@cornwallwi.org.uk)**

**PLEASE COMPLETE THIS FORM IN FULL EVEN IF THERE ARE NO CHANGES  
PLEASE PRINT IN BLOCK LETTERS**

## 1 WI INFORMATION

Name of WI:

Email address for your WI to be included in Year Book:

Day of meeting (eg, 1st Tuesday, 3rd Wednesday):

Time of meeting:

Month of annual meeting:

Month with no meeting:

President (full name):

Phone:

Address:

Secretary (full name):

Phone:

Address:

Treasurer (full name):

Phone:

Address:

MCS Rep (full name):

WI Facebook address if applicable:

WI website URL if applicable:

## 2 VENUE INFORMATION

Meeting venue:

Postcode of meeting venue:

Does the venue have disabled access?

Yes  No

Does your WI own its own hall?

Yes  No

**SEE GENERAL DATA PROTECTION REGULATION POLICY OVERLEAF**

**Thank you for providing your details.**

In accordance with General Data Protection Regulation 2016/679 (effective from 25 May 2018), these details will be used to administer your membership and any responsibilities within CFWI. These details will be published in the printed edition of the CFWI Yearbook, and can be accessed by the Cornwall Federation of Women's Institutes, CFWI staff and by other WIs and WI members within the Cornwall Federation. The details regarding your WI's meeting venue, date and time will also be published on the NFWI website and may be accessed by any interested party. No personal names or contact details will be published on the NFWI website.

CFWI will use the details you provide in this form for our legitimate interests to administer your membership; to send you your WI's copies of the CFWI monthly newsletter, County News; to send you notices from both CFWI and NFWI; and otherwise use your details in line with the WI's Privacy Policy. Your details will also be used to send you/your WI specific communications that you request, including tickets to CFWI events.

Your personal data is not passed on by CFWI for use by any other third parties.

At any time you can ask to view and amend your details, request that we correct your personal data if you believe it is inaccurate or incomplete or request that we delete your personal information.

For further information, contact: [dataprotection@nfwl.org.uk](mailto:dataprotection@nfwl.org.uk).