

Visitor Experience – Event Applications

Why do we collect information about you?

We collect information to help us process your application to organise an event on Gloucester City Council land. We use the information provided, to communicate with you about your application, to draw up an agreement when your event is approved & for invoicing purposes.

What information do we collect about you?

We collect your name, organisation name, address, email, telephone, insurance documentation & event details.

Who do we share the information with?

To be able to help process your application, we share your information with other council departments involved in organising events. Your information may also be shared with relevant stakeholders such as the Safety Advisory Group.

Is any information transferred to or stored on servers based outside the European Economic Area?

Information is stored in the UK & the EU only.

How long do we keep your information?

We keep customers contact details in line with our retention schedule, which is available on the Gloucester City Council website under the Documents heading on the Data Protection page. View the document [here](#).

Who do we collect information from?

Information is provided by you, the customer, when submitting an application.

What are the consequences if we do not collect the data?

We would not be able to process your application.

Are any decisions about you made by automatic means?

No automated decisions are made about you.