

Please ensure you have been provided our ([general privacy notice](#)) for a form collecting personal information. You can also see our ([privacy statement](#)) on our website for further details on how we collect, use, share and store personal information.

## Specific processing purposes and legal basis : Library Membership



### (controller) who we are:

Glasgow Life, the operating name of Culture and Sport Glasgow, is the controller of personal information collected by us that is necessary for our processing purposes. See [contact us](#) for details of our data protection officer.



### Specific (purposes) why do we need your personal information and what do we do with it?

You are giving us your personal information to allow you to:

- (1) access, reserve and use library materials and services, including online resources and verify you, or contact you whenever necessary.
- (2) receive personalised marketing communications from Glasgow Life.



### Specific (sharing) who do we share your information with:

In order to provide the library services to you, we need to appoint other organisations as [processors](#) to provide the systems we use. We select these organisations carefully and put measures in place to make sure that they are not allowed to do anything with your personal information.



### Specific (legal basis) for using your information:

- (1) Necessary for the performance of a task carried out in the public interest by Glasgow Life.
- (2) With your consent (you can withdraw at any time).

You can see a summary of how [your rights](#) are implemented for each [legal basis](#) used at: [www.glasgowlife.org.uk/privacy-rights](http://www.glasgowlife.org.uk/privacy-rights)



### (more information):

You can find more details about how we handle your personal information at: [www.glasgowlife.org.uk/privacy](http://www.glasgowlife.org.uk/privacy). If you need help in another format e.g. large print, braille or audio, please ask a member of staff, contact us or visit: [www.glasgowlife.org.uk/accessibility](http://www.glasgowlife.org.uk/accessibility)



### (contact us):

You can contact our data protection officer about any data protection matter by post at this address: c/o Data Protection, GCC, City Chambers, George Square, Glasgow G2 1DU, United Kingdom; by email at: [dataprotection@glasgow.gov.uk](mailto:dataprotection@glasgow.gov.uk); and by telephone on: 0141 287 1055.