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If you pay Income Tax at the higher or additional rate and want to receive the additional tax relief due to you, you must include all your Gift Aid donations on your Self Assessment tax return or ask HM Revenue and Customs to adjust your tax code.

Please detach this form and return it in an envelope addressed to: FREEPOST RTLK-HERE-JSKB, Miss Aimée Hooper, The Development Office, London WC2N 5DN

## **Data Protection**

## How we use your information

The National Gallery is committed to protecting your privacy. All personal data provided will be stored securely by the National Gallery, and will only be used by the National Gallery and the National Gallery Company to keep you up to date with news, exhibitions, events and special offers if you have opted in. Data may be used for internal research/statistical purposes. It will not be passed to any third parties. You may opt out of receiving information about our services, future events and developments by selecting the relevant option on our website or by sending us an email at information@ng-london.org.uk

## Security of your information

All of the information you give us is private and secure. We do not currently sell or rent information, and would not do so without asking you first. Under the UK Data Protection Act 1998, we follow strict security procedures in the storage and disclosure of information which you have given us to prevent unauthorised access. Our security procedures mean that we may occasionally request proof of identity before we are able to disclose sensitive information to you. We will only disclose personal information to business partners, government bodies and law enforcement agencies and suppliers we engage to process data on our behalf.