**PARENTLINE**

**Client Consent for the Collection and Use of Personal Information**

Data to be collected: [\* indicates mandatory information.]

* Title
* First name\*
* Surname\*
* Gender\*
* Address\*
* Phone \*
* Mobile Phone\*
* Fax\*
* E-mail address\*
* Date of Birth
* Occupation

I [ insert full name] consent to the information held about me by Parentline to be used for the following purposes:

* Help my family to get the assistance that we need from the right agency or service;
* Studying the information to ensure that Parentline’s services are being targeted to the right people and that the help offered is specific to their needs;
* Using the information to improve the service that Parentline is able to offer on a day to day basis.

 Parentline will ensure that:

* Clients may request access to the personal information held about them;
* Clients may request that personal information be amended or corrected;
* Information used for any specified purpose is accurate, correct, relevant and not misleading;
* Personal information will not be kept for longer than is required;
* Personal information gathered for a specific purpose will not be used for any other purpose unless authorised by the client; and
* Personal information is not disclosed to a third party without the client’s consent.

I [insert full name] have read and understood the consent requirements relating to the collection of my personal information by Parentline, and I have had adequate opportunity to ask any questions that I may have.

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Client

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ On behalf of Parentline