



**The Friends of Hollybush**  
c/o Hollybush Conservation Centre  
Broad Lane  
Kirkstall  
Leeds  
LS5 3BP  
[FriendsofHollybush@gmail.com](mailto:FriendsofHollybush@gmail.com)  
07801 686 035 (John)

## **ORAL HISTORY PARTICIPATION AGREEMENT**

The purpose of this form is to explain how the recorded interview which you agree to undertake with us is archived by The Conservation Volunteers as an integral part of the Friends of Hollybushes' intention to preserve the nation's memory. When you sign this form you are agreeing to take part in the interview and allowing us to store, process and make use of your personal data now and in the future in order to administer and archive your interview.

After your interview we will ask you to complete an Oral History Recording Agreement to sign-off the terms under which your interview will be accessible at Hollybush Conservation Centre, and through the interpretation materials we create as part of the Hollybush Histories Project both on and offline.

### **ABOUT THE FRIENDS OF HOLLYBUSH CONSERVATION CENTRE**

The Friends of Hollybush was founded in 2004 to support and complement the activities of Hollybush Conservation Centre. The Friends are an umbrella group for past and current TCV volunteers to organise:

- Seasonal socials throughout the year
- A weekend walking group
- Assist with fundraising events

Information on the project will be on [www.friendsofHollybush.org.uk](http://www.friendsofHollybush.org.uk)

Facebook @HollybushHistories Twitter @FHollybush

the full privacy policy will be on the website.

### **THE COLLECTION WHICH YOU ARE CONTRIBUTING TO**

You have been invited to take part in the Hollybush Histories oral history and heritage project, which documents the stories of people that have been involved at Hollybush Conservation Centre in the 40 years since its inception in 1979 to the present day. It charts the early days of the project, the impact of volunteers on the site development, the development of the building itself and the impact on the project on the people that worked here.



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## YOUR PERSONAL DATA

New data protection legislation (*the General Data Protection Regulation [GDPR] which came into effect on 25 May 2018, and its implementing legislation, the Data Protection Act 2018*) has changed the way in which we inform you about how your personal data is stored and processed, and how you can get access to it.

For information about how the Friends of Hollybush will use your personal data you can review our Privacy Policy at <<PLEASE COMPLETE>>. Information contained within the interview itself will be processed in accordance with the Oral History Society's best practice guidance on data protection [www.ohs.org.uk/advice/data-protection/](http://www.ohs.org.uk/advice/data-protection/).

## WHAT WE WILL DO WITH YOUR PERSONAL DATA

The data contained within this form will be held securely and not shared with anyone, unless the Friends of Hollybush are obligated to do so for legal purposes, such as evidencing ownership or demonstrating a valid Agreement. The information contained within the interview itself will be made available (subject to your agreement) through the Friends of Hollybush, to researchers, academics and other members of the public who access oral history content. We will keep this data in perpetuity, so as to preserve the oral history of the United Kingdom and inform the research of future generations. You can request partial or complete closure of your interview to public access using the Oral History Recording Agreement which you will complete after your interview has been completed.

You can request a copy of the personal data we hold about you at any time.

Your agreement to take part This Agreement is made between The Friends of Hollybush, Hollybush Conservation Centre, Broad Lane, Kirkstall, Leeds, LS5 3BP ("the company") and you ("the Interviewee", "I")

Name: \_\_\_\_\_

Address: \_\_\_\_\_

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

**Declaration:** I hereby agree to take part in an interview for TCV Hollybush and am fully aware that the content of this interview will be publicly available, subject to any closure or other restrictions that I might request when the interview has been completed. By or on behalf of the Interviewee:

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

Name (*in block capitals*): \_\_\_\_\_

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