



NORTH OF IRELAND FAMILY HISTORY SOCIETY



CONSENT FORM FOR THE TRANSCRIBING AND INDEXING OF RECORDS

The purpose of this consent form is to record that permission has been given to the North of Ireland Family History Society to transcribe and index your records and to ensure that the data is used in strict accordance with your wishes. The Society is notified as a data controller with the UK Information Commissioner under the Data Protection Act 1998 and when processing personal information fully complies with the eight principles contained within the Act.

Organisation: _____

I hereby give permission to the North of Ireland Family History Society to transcribe the following records:

The records may be used for the following purposes:

- Membership reference and research
- Public reference and research
- Exhibitions/Family History Fairs
- Publication in print or electronically

If you wish to restrict access in any way please record these restrictions below.

A copy of the transcribed records will be provided to your organisation on completion of the transcription.

| ORGANISATION | NIFHS |
|---------------------|---|
| Signature: _____ | _____ |
| Print Name: _____ | _____ |
| Position: _____ | _____ |
| On behalf of: _____ | North of Ireland Family History Society |
| Date: _____ | _____ |
| Contact Name: _____ | _____ |

See over

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|--|--|
| Format of records <i>(e.g. book, microfilm)</i> | |
| Type of Record <i>(e.g. Baptism, Marriage)</i> | |
| How many Books/films | |
| Book/film Numbers <i>(if applicable)</i> | |
| Dates covered in each book/microfilm | |
| Date received by NIFHS | |
| Received by <i>(NIFHS representative)</i> | |
| Transcribed by | |
| Date returned to owner | |
| Signature of person receiving returns | |
| Print name | |