**Data Subject Access and the Data Protection Act**

Peacehaven Town Council (PTC) takes your data privacy seriously.

If you wish to find out what information PTC holds about you please contact us providing your contact details, a brief description of the information you require and enclose proof of your identity. This could be a scanned copy of a household bill, passport or driving license.

You will receive a response to your request within 20 days.

Please send your request to one of the following:

Email address: townmanager@peacehaventowncouncil.gov.uk

Postal address: Peacehaven Town Council, Meridian Centre, Meridian Way, Peacehaven East Sussex BN10 8BB