


LAMA Passenger Registration Form

 10th January 2022

Please read "LAMA Serving the Community – Passenger" before completing this form


Passenger Name:
Passenger Telephone Number:
Passenger Mobile Phone Number: <input type="checkbox"/> Please tick this box if you are a WhatsApp user
Passenger Email Address:
Passenger Address and Postcode:

In order for LAMA to be able to ensure that you are looked after in the event of an unforeseen incident or accident, or if you fail to return to the bus at the appointed time during a trip, you are invited to provide the following information:

In Case of Emergency (ICE) Contact Name:
ICE Relationship to you:
ICE Address and Postcode:
ICE Telephone Number:
ICE Mobile Phone Number: <input type="checkbox"/> Please tick this box if your ICE contact is a WhatsApp user
ICE Email Address:

Date Provided	Date Reviewed			

LAMA Passenger Privacy Policy

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We will use your information as follows:

- Your data/ contact details will be used for the purpose of contacting you in the event of trip changes or cancellation, to inform you of forthcoming trips and fund-raising events available, and on each journey sheet as follows:
 - Your mobile number (if you have one) and your ICE name and number will be on the driver's journey sheet for each trip you book onto. This provides the driver and emergency services essential information should there be an incident during the trip.
 - In the event that you do not return to the bus within 10 minutes after the appointed departure time, the driver will try to contact you if a mobile number is provided, otherwise the booking clerk will be asked to contact your ICE number and the driver will continue with the trip without you.
- In order to comply with General Data Protection Regulations (GDPR 2018), LAMA needs your express permission to hold your name, address and telephone number. After providing information over the telephone, on the first trip you make the driver should have your LAMA Personal Data Form and Privacy Policy for you to sign and date. You may have a copy of this on request.
- We will assume that your ICE contact agrees to you providing their information. We will treat your ICE contact information in the same way as we treat yours.
- All data will be stored on paper and may also be stored electronically. Your data will not be shared with any person other than LAMA Committee members and drivers, and, if necessary, the emergency services.
- Please inform us in the event that your own and/or ICE contact details change. We will contact you to review all personal and ICE details annually as a matter of routine.
- Your data will be held by LAMA as long as you continue to use our service. At the annual data review, if you have not used the service in the previous 12 months your data will be destroyed.
- If you want to use the service again at a later date we will ask you to provide your data again and a new record will be made.

I agree to my data being held and used as described above:

Signature:

Name Printed:

Date: