

## Santa Mail Privacy Notice

Every year, Santa received a lot of letters from children all over the world. Royal Mail helps Santa to send his replies to those children. To make sure you receive Santa's replies, we need to use some information about you.

### What information about me does Royal Mail use?

We use your name so that you know Santa's reply is for you. We may also use your home address when we send Santa's reply to you. We don't need to use your home address when we send Santa's reply to your school

### Why do you do this?

Because we run the postal service in this country we need to use this information to make sure Santa's replies reach you. We call this having a legitimate interest to use your name and address in this way. We don't use this information for anything else and we will delete it after Santa has replied to you, and in any case by the end of January the following year.

### How do you know my name and address?

If you send your letter to Santa through your school, we may receive your name, however, you will receive a card in an unnamed envelope.

If you send your letter to Santa directly, we will get to know your name and address from your letter because Santa has asked you to include them there, so that you can receive his reply.

### What can I do if I have any questions?

We have someone who checks how we use your information. So, if you want to ask us any questions, you can write to Royal Mail's Data Protection Officer (postal address: Royal Mail Group, 185 Farringdon Road, London, EC1A 1AA / email [information.rights@royalmail.com](mailto:information.rights@royalmail.com)). You can use the same address to ask what information we have about you or to let us know if we have your name or address wrong.

If you would like to make a complaint about how we use name and address information, you can either use that address or write to the Information Commissioner's Office (postal address: Wycliffe House, Water Lane, Wilmslow, SK9 5AK / [www.ico.org.uk](http://www.ico.org.uk)).

To find out more about how we use your names and addresses, please ask an adult you know and trust to read about it [here](#).

