

## Where to find us

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**Advocacy is: Free Independent Confidential**

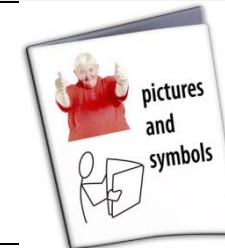
Registered Charity Number 1160069



**North Yorkshire  
Advocacy**



**Information  
about you**



Please let us know if you would like this leaflet in any alternative format.

## Keeping Information

- When an advocate is helping you, they will take notes about their work and what they do for you. The advocate will also write down your name, address, date of birth and any other details.
- When we have finished working with you, your file will be closed. You can have all the papers that belong to you, like telephone bills. We may keep papers in your file.
- You can ask to see the information we keep on your file. Your file will be kept for six years and then destroyed.



## Sharing Information

- We will only share information if you say it is OK to do this
- We will ask you to sign a letter to say that it is OK to share information about you
- We might telephone, write a letter or talk to other people about you so that we can support you



**Helping People Speak up for themselves**