

Terms and conditions of use for data supplied by Essex Wildlife Trust (EWT)

Please note the following terms and conditions of use for data supplied by EWT. Please also see the metadata supplied with the data for further details. If you have any queries about data usage, please contact records@essexwt.org.uk.

Data collection and use:

- All data held by EWT remains the intellectual property of and in the ownership or copyright of EWT or the original data provider. No transfer of ownership is to be inferred by the provision of data by EWT to external organisations or individuals.
- By submitting data to Essex Wildlife Trust, the data collector consents to the Trust storing this information on their database and sharing it with external organisations

Data requests:

- A data request form must be completed for external data requests (please contact the Essex Wildlife Trust for a copy). Please ensure that you request the correct data as we may have to ask you to complete a separate data request if your original request is incomplete or inaccurate.
- We may not be able to respond to all requests for data due to the limited resources available at present to respond to data requests. Essex Wildlife Trust may waive or reduce fees for smaller data searches, or under certain conditions at their discretion. Invoices are to be made payable to: **Essex Wildlife Trust**. Please quote your name and the reference RFRECCENT on all invoices.
- Data derived from Ordnance Survey maps cannot be used unless a valid OS license is held. If requesting habitat or boundary data your OS number must be supplied along with the data request.
- GIS data sets will be provided in ArcView Shape files unless otherwise requested. We can provide data in other formats but cannot always guarantee the quality of the data in an alternative format.
- All charges made by EWT are to cover the provision of data handling and search services and to contribute towards administration and recording costs. Please see our pricing policy for further details. Essex Wildlife Trust does not usually charge for non-commercial enquiries.
- Many of the datasets supplied by Essex Wildlife Trust are subject to change over time. Please check that you have the most up-to-date version before using data that you have requested previously. You, the end user are responsible for checking that you are using up to date data and requesting updates from us, Essex Wildlife Trust. We are unable to take responsibility for any data used that is out of date. We suggest you request update checks every 6-12 months.
- Data should not be passed to any individual other than the recipient without the prior written consent of Essex Wildlife Trust.
- Datasets may be restricted in resolution if they contain confidential records; please check the metadata supplied with the dataset for details.
- Datasets supplied by Essex Wildlife Trust should always be acknowledged as such if used for reporting purposes. Data should not be published or added to a database unless written permission has been obtained from EWT for this use.
- Please note that this data may have come from a variety of sources, and may not be independently verified. Whilst the Trust makes every effort to ensure the accuracy of the data supplied, it should not be taken as definitive. EWT can accept no responsibility for any costs, damages or liabilities whatsoever arising from the use of data provided by EWT or any inaccuracies within it. EWT does not hold all data for Essex; therefore all other sources of data in Essex should be consulted in



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order to obtain a complete dataset. Please notify us of any errors or omissions in the dataset using the email address below.

- If you have any queries about datasets please contact records@essexwt.org.uk.

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Biological Records Officer