



Buckinghamshire and Milton Keynes
Environmental Records Centre

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Terms & Conditions for submitting records to the Buckinghamshire and Milton Keynes Environmental Records Centre (BMERC)

By submitting records to BMERC you agree to these Terms and Conditions of Use. If you do not agree, please do not send us your records.

When you submit records to BMERC you agree that:

1. The records and any associated content (such as photos etc.) is yours, or you have the permission of the owner to agree to this usage.
2. The records and content can be made publicly available for wider use.
3. The records can be made available to experts, such as County Recorders, for verification.
4. The records will be used by BMERC in its normal business, and will be used for commercial and non-commercial data searches. Anyone received records retrieved in a data search will be subject to the [terms and conditions for data searches](#). Recorder names are removed before the records are sent out in data searches.
5. Records may also be passed on to BMERC partner organisations. Exchange of information between BMERC and its partners is always subject to an Agreement or Data Licence which describes how the data will be used.
6. To avoid duplication of records:
 - a. Please do not submit records to this site that have already been submitted to a Vice County Recorder, National Recording Scheme or another online wildlife recording system.
 - b. Having submitted a record to BMERC, please do not submit it to other organisations or online recording schemes. BMERC will make records available to relevant local and national recording schemes.
7. Records may be uploaded to the NBN Atlas <https://nbnatlas.org/>
8. Any contact details you submit with records will be held securely by BMERC and will only be used to contact you if there is a query about the verification of your records. Your contact details will not be passed on to any third parties without your permission.
9. Your name will be stored as part of the record and may be made available to local or national recording schemes. Your name may appear with the record on the NBN Atlas along with the species name, date and location of the record.
10. If you submit a record of a species that could, in BMERC's opinion, be vulnerable to disturbance or persecution if the record is made publicly available, the record will be flagged as 'sensitive' and will not be made publicly available.

In addition to the above, all personal data is subject to Buckinghamshire County Council's [Privacy Policy](#).