



Data Privacy Policy

The *Suffolk Vehicle Enthusiasts Club* (SVEC) takes the privacy of our members seriously and will only use the personal information supplied by you for club purposes as set out in the following.

The policy maybe amended without notice and the latest version will always be available on the club website www.svec.org.uk .

No retrospective changes will be made, but any amended policy will apply from its publication date.

The club will comply with the General Data Protection Regulation (GDPR) when dealing with your personal Data.

We are the Suffolk Vehicle Enthusiasts Club and can be contacted via the Secretary Mr C Whitmore 115 Rushmere Road Ipswich IP4 4LH email cmee Whitmore@talktalk.net .

The information we collect and for what purpose

- **Members name, address, telephone numbers, email addresses**
Managing the membership of the club and legitimate interests in the operation of the club.
Notification of events and other club related activities. Members consent to this communication on the annual membership renewal form. Any query raised to the club about members or their vehicle will not be answered by the Club but will in all cases be passed directly to the member for them to answer if they wish.
- **The names of members spouses and partners**
Managing the membership of the club – spouses/partners have an automatic membership and are treated as members.
- **Members names and vehicle details**
Managing Event entries, targeting members for special interest based on

age or vehicle type. Names and vehicle details maybe passed on to the organiser of any event where entry passes need to be issued and the member has consented to taking part in the event.

- **Photographs and Videos of members and/or their vehicles**

Published in the club newsletter or the club website. Consent is given by the member signing the form for annual membership renewal. Members can request to withdraw consent at any time by writing to the Secretary.

Protection of Personal Data

The club personal data is held by the Secretary, the Membership Secretary and the Event Organiser.

They have in place operational security to protect personal data from loss, misuse or unauthorised alteration.

The club will notify members promptly of any event where data security could have been breached.

Who else has access to your Personal Data

The Club will not share your personal data with any Third Party without your prior consent except where required to so by law, Prior consent is given for all normal club activity by signing the annual renewal form.

Personal data may be passed to Third Parties who are service providers to the club, this may include mailing of the newsletter or event organisers who are not the club. The information passed will be kept to the minimum needed to provide the service. Members may request in writing to the secretary not to have their personal data passed on, with the understanding that this may curtail their taking part in the activity.

Any query raised by a Third Party to the club about members or their vehicles will not be answered by the Club, but will in all cases the query will be passed directly to the member for them to answer if they wish.

How long will the Club keep your information

The Club will keep members personal data for as long as they are members and as long afterwards as is necessary to comply with any legal obligations.

Personal Data will be reviewed after the annual renewal deadline and if not required because the member has not renewed and is not required for any

ongoing legal obligations it will be securely destroyed.

Financial information will be destroyed immediately it is no longer needed.

Your rights

Under the GDPR you have rights

- to access your personal data
- to have information on how your personal data is processed
- to have personal data corrected
- to have personal data erased
- to object to or restrict how your personal data is processed
- to have your personal data transferred to yourself or another

You have the right to take any complaint about how the club processes your personal data to the Information Commissioner.

Information Commissioner's Office

Wycliffe House

Water Lane

Wilmslow

Cheshire

SK9 5AF

Tel: 0303 123 1113 (local rate) or 01625 545 745 if you prefer to use a national rate number