



## **DELOW REGISTER PRIVACY NOTICE**

The Dellow Register respects your privacy and we will only use your information in the way we describe in this notice. When using your information we aim to be fair and transparent, and to follow our obligations under UK data protection laws. Your information is used for administering club membership, activities and maintaining the Register of Cars.

The Dellow Register is the data controller for the purpose of GDPR and the Data Protection Act 2018.

Our club contact for privacy and data is our Secretary whose name and contact details can be found in the Register Gazette.

### **Collecting your information**

We collect your information when you fill in membership application or renewal forms, and event entry forms. You can give us your information using paper or on-line forms. The information you give us may include your contact details (name, address, telephone number, email address), personal information such as membership number and other information (vehicle details). When you give us information about another person, such as an emergency contact you should let that person know that you have given us the information.

If you are under 18 years old, we will also ask for information from your parent or guardian.

### **Using your information**

We use your information when you first apply to become a member of the Dellow Register and then to administer and renew your club membership, update and maintain the register of Dellow cars and provide you with member benefits. We also use your information when you enter club events. For club events, we may publish some of your information in the programme and the results, which may be in the public domain. Your information is used in these ways to fulfil our contract with you.

We may ask you for emergency contact and next of kin details which we will only use in an emergency. You should let the contact and next of kin know that you have given this information to us.

We will not send you marketing messages. We will not sell your information to another organisation.

To support your lifetime relationship with motoring and the Dellow Register we may keep your information indefinitely as part of the Register, unless you ask us to delete it.

### **Sharing your information**

We may share your information with the Motor Sports Association as required by its General Regulations for governing motor sport, with other MSA Registered Clubs, with



medical personnel, or any other person if we have to comply with a legal obligation. We may also share your information with service providers, for example to print gazettes.

## **Our website**

When you use our club website we do not collect information about you.

The club website contains links to other websites. If you follow links to other websites please review the privacy policy for each site because we are not responsible for information you share on those sites.

## **Security for your information**

Your information is held securely by us. We have taken all reasonable steps, and have in place appropriate security measures, to protect your information.

## **Your rights**

- You are entitled to a copy of the information we hold about you, and to ask us to correct any inaccuracies.
- You may ask us to stop using your information, and to delete it, although we may maintain a skeleton set of your information. If you ask us to do this we will not be able to continue our contract with you.
- You may make a complaint to the Information Commissioner ([www.ico.org.uk](http://www.ico.org.uk)).

This privacy notice was last updated on Monday, 14 May 2018, and we will communicate any changes to you.