

Dalgety Bay Folk Club Privacy Statement

Our contact details

Dalgety Bay Folk Club

Email db01folkclub@gmail.com

The type of personal information we collect

We currently collect and process the following information for those purchasing tickets and joining our mailing list:

- Name
- Email address
- Postal address
- Telephone number

How we get the personal information and why we have it

Most of the personal information we process is provided to us directly by you for one of the following reasons:

- The only information we keep is what you provide us when buying tickets or contacting us
- We use this information to keep in contact with you and process payments

We will not share this information with any other organisations or individuals.

Under the UK General Data Protection Regulation (UK GDPR), the lawful bases we rely on for processing this information is:

Your consent. You are able to remove your consent at any time. You can do this by contacting db01folkclub@gmail.com

How we store your personal information

Your information is securely stored, password protected and we will only keep your name, email address and phone number.

We will only keep your contact details for as long as you are active on our membership list.

Your data protection rights

Under data protection law, you have rights including:

Your right of access - You have the right to ask us for copies of your personal information.

Your right to rectification - You have the right to ask us to rectify personal information you think is inaccurate.

You have the right to ask us to complete information you think is incomplete.

Your right to erasure - You have the right to ask us to erase your personal information in certain circumstances.

Your right to restriction of processing - You have the right to ask us to restrict the processing of your personal information in certain circumstances.

Your right to object to processing - You have the right to object to the processing of your personal information in certain circumstances.

Your right to data portability - You have the right to ask that we transfer the personal information you gave us to another organisation, or to you, in certain circumstances.

You are not required to pay any charge for exercising your rights. If you make a request, we have one month to respond to you.

Please contact us at db01folkclub@gmail.com if you wish to make a request.

How to complain

If you have any concerns about our use of your personal information, you can make a complaint to us at db01folkclub@gmail.com

You can also complain to the ICO if you are unhappy with how we have used your data.

The ICO's address:
Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

Helpline : **0303 123 1113**