



# **LAUNCESTON MOTORCYCLE CLUB - Privacy & Data Protection Notice**

Launceston Motorcycle Club are committed to protecting and respecting your privacy. For any personal data you provide for the purposes of your membership, Launceston Motorcycle Club is the Data Controller and is responsible for storing and otherwise processing that data in a fair, lawful, secure and transparent way.

## **What personal data we hold on you**

You may give us information about you by filling in forms at an event or online, or by corresponding with us by phone, e-mail or otherwise. This includes information you provide when you register with the Club, or participate in discussion boards on our website or Facebook page. The information you give us may include your name, date of birth, address, e-mail address, phone number, name of the Affiliated Clubs and other organisations with which you are registered and gender. We may also ask for relevant health information.

## **Why we need your personal data**

The reason we need your personal data is to be able to administer your club membership and provide the membership services you are signing up to when you register with the club and enter events that the club organise (whether social or competition).

Our lawful basis for processing your personal information is that we have a contractual obligation to you as a member to provide the services you are registering for.

## **Reasons we need to process your data include:**

For competition entry

sharing personal data with club officials to enter events;

sharing personal data with facility providers to manage access to the track or check delivery standards; and

sharing personal data with leagues / championship organisers, insurers, governing bodies such as the Amateur MotorCycle Association (AMCA) and other competition providers for entry in events.

## **For funding and reporting purposes**

sharing anonymised data with a funding partner as condition of grant funding e.g. Local Authority; and

analysing anonymised data to monitor club trends

## **For membership and club management**

processing of membership forms and payments;

sharing data with committee members to provide information about club activities, membership renewals or invitation to social events;

club newsletter promoting club activity; and

publishing of race and competition results

## **Marketing and communications**

From time to time the club may wish to share other communications

sending information about promotions and offers from sponsors;

sending information about events from our club or other event organisers; and

sending information about selling club kit, merchandise or fundraising

On occasion we may collect personal data from non-members (e.g. such as any non member participant who fills in a health disclaimer or form for a day licence entry).

The club has the following social media pages - Facebook / Instagram / Twitter. All members are free to join these pages. If you join one of the Social Media pages, please note that the provider of the social media platform(s) have their own privacy policies and that the club DO NOT accept any responsibility or liability for these policies. Please check these policies before you submit any personal data on the club social media pages.

## **Who we share your personal data with**

When you become a member of or renew your membership with Launceston Motorcycle Club you can also choose to be licensed as a member of the Amateur Motor Cycle Association (AMCA).

AMCA has its own privacy policy and data protection policy, for copies of these please email [office@amca.uk.com](mailto:office@amca.uk.com)

If you have any questions about the continuing privacy of your personal data when it is shared with AMCA, please contact [office@amca.uk.com](mailto:office@amca.uk.com)

The Club does not supply any personal data it holds to any other third party except as listed above. The Club does not store or transfer your personal data outside of the UK.

## **How long we hold your personal data**

We will hold your personal data on file for as long as you are a member with us plus one additional year to allow you time to rejoin. (Please note that should you have any liabilities to the club, your data will be stored for the duration of the liability to rectify this.) Any personal data we hold on you will be destroyed after two years of inactivity on that member's account.

Your data is not processed for any further purposes other than those detailed in this policy.

Details of race entries will be stored for three years - this is in line with AMCA's insurance requirements.

## **Your rights regarding your personal data**

As a data subject you may have the right at any time to request access to, rectification or erasure of your personal data; to restrict or object to certain kinds of processing of your personal data, including direct marketing; to the portability of your personal data and to complain to the UK's data protection supervisory authority, the Information Commissioner's Office about the processing of your personal data.

As a data subject you are not obliged to share your personal data with the Club. If you choose not to share your personal data with us we may not be able to register or administer your membership.

All club committee members, race organisers and specific course organisers have agreed to follow the above rules of the Privacy notice.

**Signed:** \_\_\_\_\_

**Date:** \_\_\_\_\_