**Yeovil car Club Privacy Notice**

Yeovil car Club respects your privacy and 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, and activities.

We collect your information when you fill in your membership application or renewal form, and event entry forms. The information you give us may include your contact details, name address and telephone number or email address and vehicle details.

We use your information when you first apply to become a member of Yeovil Car Club and then to administer and renew your club membership and to provide you with membership benefit. We also use your information to enter club events. For some events we publish information in the programme which will then be in the public domain.

We might use your information to send you messages by e mail, but only if you have given us clear consent by giving us your e mail – you can change your mind at any time just by letting the secretary know. We will not sell your information to another organisation.

To support your lifetime relationship with Yeovil Car Club we keep your information indefinitely, unless you ask us to delete it.

Security

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 information is not transferred outside the European Economic area.

Your Rights

* You may ask us not to contact you
* You are entitled to a copy of the information we hold about you and to ask to correct any in accuracies
* You may ask us to stop using your information and to delete it. If you ask us to do this we will not be able to continue to contact you or you to receive your magazine.
* You may make a complaint to the information minister (www.ico.org.uk)