



*Arun & Chichester (Air) Enthusiasts Society*

# AirACES

[www.airaces.org.uk](http://www.airaces.org.uk)



## Our Privacy Notice

(may2018)

*This notice explains how the AirACES club (the data controller) processes the personal data it holds about you both fairly and lawfully.*

### Data Protection Officer (DPO)

Under Article 37 and WP 29 of the GDPR we are not required to appoint a DPO as (i) we are not a public authority; (ii) our data processing is small scale; (iii) it does not involve sensitive data. However, you may contact any of the AirACES club officials for enquiries regarding the personal data we hold about you.

### What information do we collect?

We collect personal information from you such as:- Name, Address, Postcode, Landline N<sup>o</sup>, Mobile N<sup>o</sup>, Email.

We generate information such as:- year joined, membership year, if you wish receive email notifications, if you wish to partake in one of our events, if you have paid for said event.

### What do we do with the information?

We use the information to provide and inform you of our services. Primarily services like talks and events like trips to museums, or visits to airfields.

### What legal basis do we process the information?

We will only process data for the purposes for which it was collected – so we will NOT give or sell it to other organizations for marketing purposes.

The majority of processing is based on your consent when you join or renew your membership to receive our monthly communications.

We also process on the basis of legitimate interests to fulfill our services to you such as when you have signed up to us providing coach trips and entry to museums and airfields etc.

### Who do you share my information with?

We may process by way of sharing your information with organizations providing services to us like airfields, museums, and coach hire companies where they have a legitimate need to know the details of the people attending the event. If this need arises you will be told of it at the time you book for the event.

### How do I control my personal information?

You can correct your information by providing us with the correct information and asking us to update our records. You can ask us to provide you with a copy of the information we hold about you. You can ask us to include / exclude you from our marketing about our talks. This latter request you can best do from the links on our webpage.

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### From our membership form:-

The information you supply will be used by AirACES under the terms of the GDPR 2018. It will be used for management of your membership status and to communicate with you about events organized by AirACES. It will be stored securely on data retrieval systems in both electronic and physical format. We shall not supply it to third parties without your express consent or where we have a legal duty to do so. Your information will be deleted after you cease to renew your membership. You may request a copy of the details we hold about you and may also request we correct details we hold about you.

You may opt in/out of our monthly email communications at any time by following the links on our homepage.