

LETHAM GYMKHANA PRIVACY STATEMENT

Letham Gymkhana will protect your privacy and will only make responsible use of your data. This document lets you know how we use your personal information.

References to “we”, “us”, “event” or “our” in this Privacy Policy are references to the Letham Gymkhana which is a local annual event run by a small group of volunteers. It is part of the Letham Horticultural Society.

1. Information about you

1.1. We will collect personal information from you when you enquire about our event or enter the Gymkhana. This may include your name, title, email address, physical address, and telephone numbers. We may also ask for some additional, non-sensitive information.

2. Our use of this information

2.1. Your personal information will only be used in relation to your Gymkhana entry or to provide you with information about the Gymkhana.

2.2. We may provide the names of class winners, and/or photographs taken during the event to the local press and publicise these on other media outlets (for example our website or facebook page). If you do not want your information or images to be used in this way, you can inform the show secretary, or note this on the entry form.

2.3. We will never share your information with any third parties for any other purposes.

3. Security

3.1. The information you give us is held by the committee on paper and electronically, for example your entry forms, class results, details of trophy winners, and e-mail mailing lists. We will take reasonable precautions to prevent the loss, misuse or alteration of information you give us.

3.2. Communications in connection with the Gymkhana may be sent by e-mail. For ease of use and compatibility, communications will not be sent in an encrypted form. E-mail unless encrypted is not a fully secure means of communication. Whilst we endeavour to keep our systems and communications protected against viruses and other harmful effects we cannot bear responsibility for all communications being virus-free.

4. Other information

4.1. If you would like us to correct or update any information, or if you would like information deleted from our records, then please email us at gymkhana@letham.org.uk.

4.2. This privacy policy may be updated from time to time, so please check it periodically.