



# Data Privacy Policy

## About this Policy

This policy explains when and why MECUK collect personal information about our members, how we use it, how we keep it secure and your rights in relation to it.

We may collect, use and store your personal data, as described in this Data Privacy Policy and as described when we collect the data from you.

We reserve the right to amend this Data Privacy Policy from time to time without prior notice. You are advised to check our website [www.matra-club.net](http://www.matra-club.net) regularly for any amendments. No amendments will be made retrospectively.

We will always comply with the General Data Protection Rules (GDPR) when dealing with your personal data. Further details on the GDPR can be found at the website of the Information Commissioner [www.ico.gov.uk](http://www.ico.gov.uk).

## Who are we?

We are MATRA Enthusiasts' Club UK (MECUK) as set out in the Rules of the Club on our website above. We can be contacted via the Secretary at 18 Prestbury Road, Cheltenham, Gloucestershire, GL52 2DD or via email [titus@matra-club.net](mailto:titus@matra-club.net).

## What Information we collect and why

Type of Information	Purposes	Legal Basis of Processing
Members name, address, telephone numbers, email addresses	Managing the members membership of the club	Performing the club's contract with the member.  For the purposes of the legitimate interests in operating the club
The names of members spouses/partners and dependents over 18 years	Managing the members spouses/partners membership of the club	Performing the club's contract with the member.  For the purposes of the legitimate interests in operating the club

Members names and vehicle details	Managing event entries  Targeting members for special information	For the purposes of legitimate interests in holding or attending events for the benefit of members.  For the purposes of our legitimate interests in promoting the club  For the purposes of legitimate interests in operating the club
Photographs and videos of members and their vehicles	Publishing on the club's website or in the club's magazine	Consent. We seek the members consent on their application form and at membership renewal. Any member may withdraw their consent at any time by contacting the Secretary by letter or Email
Members names and email address	Notification of events and other club related communication	Consent. We seek the members consent on their application form and at membership renewal. Any member may withdraw their consent at any time by contacting the Secretary by letter or Email
Members names and address	Distribution of the club magazine	Performing the club's contract with the member.

## How we protect your personal data

We have implemented a generally accepted standard of technological and operational security in order to protect personal data from loss, misuse or unauthorised alteration or destruction.

Please note however where you are transmitting your information to us over the internet we cannot guarantee this to be 100% secure.

We will notify you promptly in the event of any breach of data which might expose you to serious risk.

## Who else has access to the information you provide us with?

We will never sell your personal data. We will not share your personal data with any Third Party without your prior consent (which you are free to withhold) except where required to do so by law or as set out in the table above.

We may pass your personal data to Third Parties who are our services providers, agents or subcontractors for the purposes of completing tasks and providing services to you on our behalf (e.g. MailChimp for group email notifications). However, we disclose only the personal data necessary for the Third Party to deliver the service and we require they keep your information secure and not to use it for their own purposes.

## How long do we keep your information?

We will keep your personal data on our system for as long as you are a member and as long afterwards as is necessary to comply with our legal obligations and legitimate interests in the running of the club.

We will review your personal data every year to establish whether we are still entitled to process it. If we decide we are not entitled to do so we will retain your personal data in archived form to comply with any legal obligations (e.g. compliance with tax regulations, defence of any legal claims and the like). Thereafter all personal data will be securely destroyed.

We will securely destroy any financial information immediately it is no longer needed.

## Your rights

Your rights under the GDPR:

- To access your personal data
- To be provided with information about how your personal data is processed
- To have your personal data corrected
- To have your personal data erased in certain circumstances
- To object to or restrict how your personal data is processed
- To have your personal data transferred to yourself or to another in certain circumstances

You have the right to take any complaints about how we process your personal data to the Information Commissioner:

<https://ico.org.uk/concerns/>

0303 123 1113

Information Commissioner's Office  
Wycliffe House  
Water Lane  
Wilmslow  
Cheshire  
SK9 5AF

For more details please address any questions, comments or requests regarding our data processing practices to The Secretary, MECUK, 18 Prestbury Road, Cheltenham, Gloucestershire, GL52 2DD or email [titus@matra-club.net](mailto:titus@matra-club.net).