

## **PRIVACY NOTICE – SPORTTIERS LIMITED**

Sporttiers Limited understands that privacy fundamental to all, and absolutely respect that personal details are exactly that - personal. We respect and value the privacy of all of our customers and will only collect and use personal data in ways that are described here and in such ways that are accepted in the eyes of the law.

### **About Sporttiers**

Sporttiers Limited  
 Company No: 13267626  
 Registered Address: Machine Works House, 5 Pressing Lane, Hayes, England, UB3 1FD  
 Data Protection Officer (DPO): Ikleen Gulati  
 Email address: membership@sporttiers.co.uk  
 Telephone number: +44 7725 940179  
 Postal Address: Machine Works House, 5 Pressing Lane, Hayes, England, UB3 1FD

- **About the Notice**

This Privacy Information explains how we use your personal data: how it is collected, how it is held, and how it is processed. It also explains your rights under the law relating to your personal data.

- **Defining Personal Data**

Personal data is information that relates to an identified or identifiable individual. An individual is 'identified' or 'identifiable' if you can distinguish them from other individuals. Common means of identifying someone may include, for example:

- ❖ Name
- ❖ Date of birth
- ❖ Identification numbers
- ❖ Bank details
- ❖ Addresses, including email addresses
- ❖ Other location data, such as an IP address
- ❖ Online identifiers

- **Explaining Your Rights**

The UK GDPR provides the following rights for individuals:

- ❖ The right to be informed
- ❖ The right of access
- ❖ The right to rectification
- ❖ The right to erasure
- ❖ The right to restrict processing
- ❖ The right to data portability
- ❖ The right to object

Further information about your rights can also be obtained from the Information Commissioner's Office or your local Citizens Advice Bureau.

If you have any cause for complaint about our use of your personal data, you have the right to lodge a complaint with the Information Commissioner's Office.

- **What Personal Data Do Sporttiers Collect?**

We may collect some or all of the following personal data:

- ❖ Name
- ❖ Child's Name
- ❖ Home Address
- ❖ Email address

- ❖ Telephone number
- ❖ Bank Details

### **How Personal Data is Used at Sporttiers?**

Under the GDPR, we must always have a lawful basis for using personal data. This may be because the data is necessary for our performance of a contract with you, because you have consented to our use of your personal data. Your personal data may be used for one of the following purposes:

- ❖ Setting up and managing your Membership
- ❖ Supplying our products or services to you.
- ❖ Personalising and tailoring our products and/or services for you.
- ❖ Communicating with you, via calls, emails, WhatsApp, social media etc.

#### **○ Length of which Sporttiers Keeps Data**

We will not keep your personal data for any longer than is necessary. Your personal data will therefore be kept for the duration of our agreement with you and for one year following the termination of our agreement for Auditing purposes.

#### **○ How and Where Do You Store or Transfer My Personal Data?**

We will only store your personal data in the UK. This means that it will be fully protected under the GDPR, and use a trusted payment & collection service [London & Zurich] to ensure Sporttiers do not hold bank details and other personal data within company documents.

#### **○ Do We Share Your Personal Data?**

If any of your personal data is required by a third party, we will take steps to ensure that your personal data is handled safely, securely, and in accordance with your rights, our obligations, and the third party's obligations under the law.

In some limited circumstances, we may be legally required to share certain personal data, which might include yours, if we are involved in legal proceedings or complying with legal obligations, a court order, or any issues with children's safeguarding.

#### **○ Changes to Personal Data**

Any changes to data made by customers should be flagged with Sporttiers Directors to ensure up-to-date information is available. Any old data will be removed by Sporttiers, and not stored.

To contact us about anything to do with your personal data and data protection, please refer to the below person(s):

Data Protection Officer (DPO): Ikleen Gulati  
Email address: membership@sporttiers.co.uk

#### **○ Changes to this Privacy Notice**

We may review and change this Privacy Notice at any given time. This may be necessary, for example, if the law changes, or if we change the way Memberships are set up and maintained within the business.