

## **Downton Football Club Privacy Policy**

This privacy policy will explain how Downton Football Club uses the personal data we collect from you when you use our contact forms via the website.

Topics:

- What data do we collect?
- How do we collect your data?
- How will we use your data?
- How do we store your data?
- Marketing
- What are your data protection rights?
- Privacy policies of other websites
- Changes to our privacy policy
- How to contact us
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### **What data do we collect?**

Downton Football Club collects the following data:

- Personal identification information (Name, email address, phone number & postcode)
- Bank Account Details [When entering the Robins Club Membership]

### **How do we collect your data?**

You directly provide Downton Football Club with most of the data we collect. We collect data and process data when you:

- Register online for Robins Club Membership
- Fill out the contact us form

### **How will we use your data?**

Downton Football Club collects your data so that we can:

- Process your membership for the Robins Club

### **How do we store your data?**

Downton Football Club securely stores your data on a password protected document.

Downton Football Club will keep your personal identification information until you ask us to remove it. We will delete your data by removing the details from the spreadsheet.

## **What are your data protection rights?**

Downton Football Club would like to make sure you are fully aware of all of your data protection rights. Every user is entitled to the following:

**The right to access** – You have the right to request Downton Football Club for copies of your personal data. We may charge you a small fee for this service.

**The right to rectification** – You have the right to request that Downton Football Club correct any information you believe is inaccurate. You also have the right to request Downton Football Club to complete the information you believe is incomplete.

**The right to erasure** – You have the right to request that Downton Football Club erase your personal data, under certain conditions.

**The right to restrict processing** – You have the right to request that Downton Football Club restrict the processing of your personal data, under certain conditions.

**The right to object to processing** – You have the right to object to Downton Football Club's processing of your personal data, under certain conditions.

**The right to data portability** – You have the right to request that Downton Football Club transfer the data that we have collected to another organization, or directly to you, under certain conditions.

If you make a request, we have one month to respond to you. If you would like to exercise any of these rights, please contact us at our email:

[Downtonrobinsclub@hotmail.com](mailto:Downtonrobinsclub@hotmail.com)

## **Privacy policies of other websites**

The Downton Football Club website contains links to other websites. Our privacy policy applies only to our website, so if you click on a link to another website, you should read their privacy policy.

## **Changes to our privacy policy**

Downton Football Club keeps its privacy policy under regular review and places any updates on this web page. This privacy policy was last updated on 13 November 2020.

### **How to contact us**

If you have any questions about Downton Football Club's privacy policy, the data we hold on you, or you would like to exercise one of your data protection rights, please do not hesitate to contact us.

Email us at: [Downtonrobinsclub@hotmail.com](mailto:Downtonrobinsclub@hotmail.com)

Or via the contact form on the website.

### **How to contact the appropriate authority**

Should you wish to report a complaint or if you feel that Downton Football Club has not addressed your concern in a satisfactory manner, you may contact the Information Commissioner's Office.

Telephone: 0303 123 1113