

## **Scottish Motorcycle Club**

### **Privacy Notice & Cookie Policy**

The Data Protection Act 1998 (DPA) requires Organisations that process personal data about its users to issue Fair Processing Notices (FPN) to explain what information is being held and what it will be used for.

Exemption from Notification.

- The Scottish Motorcycle Club (hereafter referred to as SMC) is a not-for-profit social organisation whose officers give of their time voluntarily and without recompense. As such, the SMC is exempt from Notification under the DPA.

Finances & Income

- Any monies raised for the club, either through membership fees, donations, or other means are used solely for the following purposes:
  - Establishing or maintaining membership.
  - Supporting & promoting the SMC.
  - Providing and administering activities for both the members and those who have regular contact with the club.
  - Making Donations to agreed charities and providing sponsorship to sponsored racers and other agreed causes

Personal Data

- The SMC holds information fully paid club members and previous club members. We may transfer data that we collect from you to locations outside of the EEC for processing and storing (our current website is hosted London, however that can be reviews as the Web Master sees fit). By submitting your personal data, you agree to this transfer, storing or processing. We will take all reasonable steps to make sure that your data is treated securely and in agreement with relevant laws.

The SMC holds the following personal information:

- **Current Paid Club Members:**  
Username, name, address, telephone number, email address and date of registration and date current fees paid. We also hold any information (including photographs) the member has freely chosen to give, either in forum posts, the photo gallery, or website articles.
- **Lapsed Members:**  
Username, name, address, telephone number, email address and date of registration, date last fees paid fees paid and date account was suspended. We also hold any information (including photographs) the member has freely chosen to give, either in forum posts, the photo gallery, or website articles. Lapsed members information will be stored

for 2yrs after which it will be deleted, this is to enable members to re-instate their account should they request it.

- **Photographs and Run Attendance**

Photographs, dates, venues and attendance at runs is held securely to show the activity within the club and also to facilitate the annual awards for attendance etc. Any run photographs submitted to the closed group gallery may also be considered for the production of the club calendar which is sold to members at the end of the year.

*Please read and sign our GDPR Consent Form which further explains and clarifies the personal information required, how it is stored & used and also your responsibilities in relation to the SMC.*

### **Using Your Information & Personal Data**

- The SMC are dedicated to safeguarding and preserving your privacy when visiting our site or communicating electronically with us. The SMC will process (that means collect, store and use) the personal information you provide in a manner that is compatible with the Data Protection Act. We will endeavour to keep your information accurate and up to date and not keep it for longer than is necessary.

#### **The SMC will use the information you provide only for the following purposes:**

- - Administration of the SMC and associated website and forums (situated at [www.scottishmotorcycleclub.org.uk](http://www.scottishmotorcycleclub.org.uk) and on the closed Members Only Social Media platforms)
- Administration of the SMC club discount card
- The sending out of any event information, bulletins, notifications and other related SMC information.
- Facilitating the delivery of 6 quarterly magazines to volunteering members by the BMF.
- - The SMC will never use your information for third party marketing purposes, or pass it on to third parties.

### **Access to your information**

- Under the Data Protection Act 1998, you can make a formal request for the following information:
  - clarification that your personal data is being processed by SMC
  - a description and copy of such personal data
  - the reasons why such data is being processed
  - details of to whom they are or may be disclosed

#### **Website Cookies**

- Our website uses Cookies to remember your preferences during your current visit, and any future visits provided the cookie was not deleted in the interim. Cookies can be deleted at the end of each visit by logging out of the site. Your browser help

text will contain information about how to refuse cookies from our site should you wish. Note that refusing cookies may result in you not being able to access some website content.

Should you have any questions regarding our Privacy & Information processing policies please contact the Membership Secretary on [secretary@scottishmotorcycleclub.org.uk](mailto:secretary@scottishmotorcycleclub.org.uk) or the Web Master at [webmaster@scottishmotorcycleclub.org.uk](mailto:webmaster@scottishmotorcycleclub.org.uk)