



Privacy policy

Introduction

The General Data Protection Regulation (GDPR) came into effect on the 25th of May 2018. Cowes Film Club (CFC) will comply with the GDPR requirements and this document describes how we use and protect any information you give us.

CFC takes the security of your personal information very seriously. Under no circumstances will we sell, distribute or lease your information to any third party unless required to do so by law. In order to prevent unauthorised access or disclosure CFC has put in place procedures to safeguard and secure collected information.

Our website address is: cowesfilmclub.com

What personal data we collect and why we collect it:

CFC holds your name, your contact details (address, 'phone number and e-mail address) and details of any specific enquiries.

We collect personal data about you to:

- process your ticket orders and send you a membership card.
- manage your account records.
- to send you information about film showings or other events at Trinity Theatre which we think may be of interest to you.
- comply with any legal obligations.
- If you visit our website we may also collect information using cookies. Cookies are text files placed on your computer to collect standard internet log information and visitor behaviour information. This information is used to track visitor use of the website and to compile statistical reports on website activity. You may set your browser not to accept cookies. However, in a few cases some website features may not function as a result.

Why we collect these details:

- To communicate with you as a CFC member.
- To respond to contact from you.
- To provide a better service to you as a CFC member.
- To manage our volunteers.
- To ensure the safety of cinemagoers and volunteers.

How these details are collected:

- Annual completion of a membership form giving signed consent to the CFC to obtain, retain and use your personal data appropriately.



- Enquiries submitted directly via e-mail or through our website and bookings and orders placed through the website.

How long we retain this information:

Membership details are reviewed on an annual basis and other information will be kept for a period not exceeding two years (in the case of volunteers this time period will run from the time you cease being a volunteer).

Your rights as a CFC member:

Under the General Data Protection Regulation you have the following rights;

Right of access: if you want to know what personal information we hold about you please contact us. You also have the right to know for what purpose it is being stored CFC will respond as soon as practicable and in any event within 28 days. Normally there is no charge for responding to such requests. However, should the number and/ or frequency of such requests become unreasonable CFC reserve the right to charge an administration fee.

Right to rectification: if you believe any personal information is not accurate please contact us. Corrections will be made as soon as practicable and in any event within 28 days.

Right to erasure: if you wish us to remove any of your data from our records please contact us. Data will be erased as soon as practicable and in any event within 28 days. This does not include any data we are obliged to keep for legal purposes.

Right to complain: if you wish to complain about the way CFC is managing your personal data you should lodge a complaint with the UK supervisory authority, the Information Commissioner's Office (ICO). <https://ico.org.uk/for-the-public/how-to-make-a-data-protection-complaint/>

15th January 2025