

## **Richmond Walking and Book Festival Data Privacy Policy**

In this policy the “Data Protection Legislation” means (i) unless and until the GDPR is no longer directly applicable in the UK, the General Data Protection Regulation ((EU) 2016/679) and any national implementing laws, regulations and secondary legislation, as amended or updated from time to time, in the UK and then (ii) any successor legislation to the GDPR or the Data Protection Act 1998. Richmond Walking and Book Festival (The Festival) is committed to protecting and respecting your privacy under the Data Protection Legislation. For any personal data you provide for the purposes of communications, The Festival is the Data Controller and is responsible for storing and otherwise processing that data in a fair, lawful, secure and transparent way.

### **What personal data we hold on you**

When you request information about the Festival; or buy Festival event tickets; or complete a Festival survey; or request to become a Friend of the Festival you might be asked to provide your name; email address; postal address; a telephone contact number; age (within bands); in the case of walking events emergency contact details; and in the case of surveys answers to various questions.

### **Why we need your personal data**

The reason we need your personal data is to be able to communicate with you and send you information about the Festival and to produce some statistical analysis (which does not identify individuals) on attendance at Festival events.

### **Who we share your personal data with**

Our third-party ticket booking agent, currently ‘TicketSource’, will require some of this information to sell you tickets.

Our payment system that takes your payment is ‘Stripe’ and they will require your payment details to process any payments you make.

Our marketing platform is Mailchimp and information will be passed to them in order to communicate with you and inform you about Festival events and news. You can unsubscribe from our marketing emails at any time.

These parties will keep your data secure and adhere to GDPR policies.

### **How long we hold your personal data**

We will hold your personal data for as long as you wish to receive information on the Festival. We will delete your details if and when you notify us that you no longer wish to receive information. We will ensure that any statistical information collected in surveys does not identify individuals.

### **Your rights regarding your personal data**

As a data subject you may have the right at any time to request access to, rectification or erasure of your personal data; to restrict or object to certain kinds of processing of your personal data, including direct marketing; to restrict or object to the portability of your personal data and to complain to the UK’s data protection supervisory authority, the Information Commissioner’s Office

about the processing of your personal data. As a data subject you are not obliged to share your personal data with The Festival. If you choose not to share your personal data with us we will not be able to sell you tickets, communicate with you or process your request to become a Friend.