



## Privacy policy

The Surrey County Agricultural Society is committed to protecting your privacy and meeting the requirements of data protection legislation. This privacy policy explains:

- What personal data we collect about you;
- Why we collect personal data;
- Who we share your personal data with;
- Why we might contact you and how we can change that;
- How long we retain your personal data for;
- How we keep your personal data secure;
- What rights you have in relation to your personal data.

When the Society talks about 'personal' data in this policy, the Society means any information which could be used to identify you, either directly or indirectly when combined with any other information the Society may hold about you.

This privacy policy covers our use of your personal data which the Society collects about you through the membership and renewals process, attendance at our events, and your other interactions with the Society.

In this privacy policy when we refer to 'we', 'us', 'our' or 'Society' we mean the Surrey County Agricultural Society of 8 Birtley Courtyard, Bramley, Surrey GU5 0LA.

If you would like to contact the Society about this privacy policy or for further details about how we use your personal information, please contact [scas@surreycountysociety.co.uk](mailto:scas@surreycountysociety.co.uk)

### Personal data collected by the Society

The Society holds the following personal information:

- Personal data that you provide to us  
We store personal data you provide directly to us through your membership application throughout the length of your membership including your annual renewal, ticket sales, enquiries and attendance at our events.
- Personal data we collect about you  
The Society stores personal data about you when you attend our events and use our online facilities. These include things such as your bookings history, financial transaction information and photography taken at events.
- Personal data relating to children  
The Society holds data relating to volunteers under 16 years old. The Society collects and processes this data with the consent of a parent or guardian. There is no option available for membership of the society to persons under the age of 18.

### Reasons for collecting personal data

The Society collects and stores personal data in order to provide you with membership-related services, such as entry to our events and provision of our newsletters in the basis of performance of a contract or to take steps to enter into such a contract or the application for or renewal of membership.

The Society has a legal obligation to collect and store some information, such as information to safeguard the health and safety of our members, employees and volunteers.

The Society also has legitimate interests for processing your data which include:

- Processing information in order to provide members with information about Society news and events and offers available as part of their membership.
- Information required to investigate a breach or suspected breach of the Society's rules

### **Who the Society shares your personal data with**

The Society may share your personal data with the following types of organisations when required:

The providers of IT and ticketing systems used by the Society;  
Mailing houses within the UK, in order to post out information to you;  
Partner companies within the UK who help the Society deliver services at events, including caterers;  
Select providers who aide in the promotion of our events.

### **Receiving communications and updating your preferences**

Members receives emails or mail from the Society about events, news and offers that the Society thinks may be of interest to them as a benefit of being a member of the Society. Members are able to update their contact preferences by contacting [scas@surreycountyshow.co.uk](mailto:scas@surreycountyshow.co.uk).

The Society may also send email communications to non-members or volunteers whose personal details the Society has received through interest in or attendance at one of our events. The Society will only contact them with their consent and they can opt out of future communications at any time by contacting [scas@surreycountyshow.co.uk](mailto:scas@surreycountyshow.co.uk)

### **Data retention policy**

The Society retains personal data for no longer than required in line with our retention schedule which is based on:

- Business operational requirements;
- Legislative requirements.

### **Security of personal data**

The Society takes confidentiality, integrity and availability of your personal data seriously and has implemented technical and policy measures to ensure the information is kept secure. These include, but are not limited to, encryption and access controls.

### **Your rights**

Data protection legislation gives you the right to:

- Correct any data we hold about you that is not correct (Rectification)
- Request we delete data in some circumstances (Erasure)
- Block or suppress further processing of your personal data in certain circumstances (Restriction)
- Request access to personal data that the Society holds about you (Subject Access)
- Withdraw consent where this is the legal basis for the Society processing your information

Please contact [scas@surreycountyshow.co.uk](mailto:scas@surreycountyshow.co.uk) or write to Surrey County Agricultural Society, 8 Birtley Courtyard, Bramley GU5 0LA if you wish to exercise your rights in relation to personal data.

If you have concerns about the way the Society has handled your personal data please contact the Society in first instance. If you remain unsatisfied you can contact the Information Commissioner's Office (ICO) on 0303 123 1113, by emailing [casework@ico.org.uk](mailto:casework@ico.org.uk) or by post at Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF.