



ENNIS LAWN TENNIS & BADMINTON CLUB

www.ennistennis.com

Data Protection Statement

June 2006

The following statement outlines the club's practices in relation to the collection, use, and retention of data relating to members.

1. We will only ask you for information that we need in relation to the efficient management of the club.
2. We will only ever hold information that we have asked you for and that you have consented to give.
3. Where you refuse to supply information that we would reasonably need for the efficient management of the club or you supply information that you know to be untrue or misleading we reserve the right to refuse or to cancel your membership.
4. You have the right of access to all of the personal information that is kept by the club.
5. We will strive with your cooperation to ensure that the data we hold is correct and up to date.
6. We will only ever use the information that we hold for the purposes for which it was given.
7. We will act to safeguard the data that you have given and we will control access to that data.
8. We will not retain data for longer than is necessary for the purpose for which it is given. However, we will retain a record that you have been a member of the club as this will facilitate the processing of your membership application should you leave the club and later return.
9. We may contact you from time to time to let you know about club activities. We will use the information that you supply to allow us to do this. If you would prefer not to receive information about club activities you have the right to opt out of receiving it. However, if you do so it will be your responsibility to inform yourself of club activities.

If at any time you wish to exercise any rights or make a complaint under the terms of this statement you may do so in writing to the Hon. Secretary, Ennis Lawn Tennis and Badminton Club, Mill Road, Ennis, Co. Clare. If you are not satisfied with the outcome then you are advised of your right to complain to the Data Protection Commissioner.

Ennis Lawn Tennis & Badminton Club, Mill Road, Ennis

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