

The Unmuteables Past Masters' Association Privacy Policy

The Unmuteables are committed to protecting and respecting your privacy.

This Policy explains when and why we collect personal information about people, how we use it, the conditions under which we may disclose it to others and how we keep it secure.

We may change this Policy from time to time so please check this page occasionally to ensure that you're happy with any changes. By using our website, you're agreeing to be bound by this Policy.

Any questions regarding this Policy and our privacy practices should be sent by email to mark.holford@member.wcit.org.uk.

Who are we?

We are the Unmuteables Past Masters Association is a private membership organisation whose members are the 2020/21 Past Masters of livery companies mainly in the City of London but also elsewhere in the UK. The Data Controller is Mark Holford mark.holford@member.wcit.org.uk.

How do we collect information from you?

We obtain information about you when you use our website to become a member, update your membership details or book an event. We also obtain information in person, in writing and over the telephone.

What type of information is collected from you?

The personal information we collect might include your name, postal address, email address, telephone number, date of birth as well as other personal details relevant to your membership. Payment card details are not stored in a usable format and are kept only while we process your payment. If you purchase tickets from us online, your payment card information is not held by us, it is collected by our third party payment processors, who specialise in the secure online capture and processing of credit/debit card transactions, as explained below.

How is your information used?

We may use your information to:

- Process tickets you have purchased
- Process your subscription.
- Send you communications which you have requested and may be of interest to you
- Seek your views or comments on the services we provide
- Notify you of changes to our services
- Share it with other members as agreed by you.

We review our retention periods for personal information on a regular basis. We are legally required to hold some types of information to fulfil our statutory obligations. We will hold your personal information on our systems for as long as is necessary for the relevant activity.

Who has access to your information?

Only the officers of the Association have full access to your information, although much of it is shared with other members.

We will not sell or rent your information to third parties.

We will not share your information with third parties for marketing purposes.

When you are using our secure online ticketing pages, your purchase is processed by a third party payment processor, who specialises in the secure online capture and processing of credit/debit card transactions. If you have any questions regarding secure transactions, please contact us.

Your choices

You have a choice about whether or not you wish to receive information from us. If you want to receive direct marketing communications from us, then you can select your choices by ticking the relevant boxes at various points on the site where we collect your information.

We will not contact you for marketing purposes by email or phone unless you have given your prior consent. We will not contact you for marketing purposes by post if you have indicated that you do not wish to be contacted. You can change your marketing preferences at any time by contacting us by email: mark.holford@member.wcit.org.uk.

If you ask us to delete your records we will destroy all of your personal information that we hold on our files.

How you can access and update your information

The accuracy of your information is important to us. If you change email address, or any of the other information we hold is inaccurate or out of date, please log on to the site and correct it yourself, unless you are unable to do so, in which case contact mark.holford@member.wcit.org.uk.

You have the right to ask for a copy of the information that the Association holds about you.

Links to other websites

Our website may contain links to other websites run by other organisations. This privacy policy applies only to our website, so we encourage you to read the privacy statements on the other websites you visit. We cannot be responsible for the privacy policies and practices of other sites even if you access them using links from our website.

In addition, if you linked to our website from a third party site, we cannot be responsible for the privacy policies and practices of the owners and operators of that third party site and recommend that you check the policy of that third party site.

Review of this Policy

We keep this Policy under regular review. This Policy was last updated in November 2017.

December 2021

The Unmuteables Past Masters' Association