

PRIVACY NOTICE FOR THE PURPOSES OF THE GENERAL DATA PROTECTION REGULATIONS

The Data Controller is Emmott Promotions which organises Antique and Collectors Fairs in the South of England.

To contact Emmott Promotions (EP) please telephone Lesley Kelley on 07747 604541 or 01243 788596 or email lesleykelley@yahoo.co.uk.

Personal data about exhibitors i.e. names, addresses, telephone numbers, and email addresses, is provided to EP by exhibitors on booking forms, and by telephone and email. Their bank details are supplied on cheques payable to EP. All of this information is provided in order for EP to organise and manage its Antique and Collectors Fairs.

The provision of the personal data by exhibitors is not a statutory requirement but is required so that a contract can be formed between the exhibitor and EP for the exhibitor to have a stand at EP Fairs. The lawful basis for EP processing the data is that it is necessary for the contracts between EP and the exhibitors. The organising of the Fairs by EP does not involve any automated decision making.

The data on the booking forms is stored in paper form, and the names and email addresses are kept on computer which has up-to-date virus protection. The bank details are processed through EP's online bank account.

The data is not shared with other people unless the data subject consents or is required by law.

The booking forms are held by EP for 7 years in order to comply with HMRC requirements and are then shredded.

The data subject has the right to ask to see and correct the data held about them by EP and may withdraw their consent for EP to hold their data (subject to HMRC requirements).

The data subject may lodge a complaint about the holding or usage of their data by EP to the Information Commissioner's Office, Wycliffe House, Water Lane Wilmslow, Cheshire, SK9 5AF telephone: 0303 123 1113.

This privacy notice may be amended from time to time.

Authorised by Lesley Kelley, Proprietor of Emmott Promotions

May 2018