

## **Data Protection and Privacy Policy**

On the 25<sup>th</sup> May 2018 the General Data Protection Regulations (GDPR) came in to force. When reviewing the consent requirements for International Time Share Owners (ITSO) UK it was determined that we could apply 'Legitimate Interest' when storing data and communicating with our ITSO membership.

In order to test compliance a Legitimate Interest Assessment (LIA) was conducted. The ITSO (UK) committee agreed that this test would be reviewed on an annual basis to confirm compliance.

When you become a member of, or renew your membership with ITSO (UK), your personal data will be stored in a cloud storage system known as Dropbox, a file hosting service operated by American company *Dropbox, Inc.* The only ITSO personnel with access to your data are a maximum of three (3) committee members – decided by the committee. We do not hold any of your bank details, other than that you have made a membership payment. You may, at any time, request to view or amend your data we hold. We will, from time to time, share some of your data (e-mail address, name, and membership number), with MailChimp, a marketing automation platform and an email marketing service and a trading name of its operator, Rocket Science Group, for the purposes of sending you information relating directly to ITSO (UK). We do not share or transfer your data with any other third parties. By default, you will be opted in to receive communications from ITSO (UK). If you do not wish to receive such communications, in order for you to receive our regular Newsletter, the annual web site password, notice of our Annual General Meeting and any other correspondence please contact the Membership Secretary on the address located on our ITSO (UK) web site.

If you do not renew your membership for 4 consecutive years, we will remove your details from our database.

Courtney V Gunn (Membership Secretary)

20th November 2018