

At Carlow Golf Club we take your privacy very seriously. We will only use your personal information to administer your account and to provide the products and services you have requested from us.

### **What information do we collect about you?**

When you join or visit our Club we collect only information required from you to be able to fulfil our contractual obligations. We may also collect further information through our website which allows us to contact you regarding events and offers at the Club.

As an employee we collect only the information required to fulfil the contractual relationship between you and the Club and we only share this information with internal and external data processors.

For security purposes CCTV is in operation both within the Clubhouse and external environs of the Club.

### **How the information about you will be used**

We use information provided for the following purposes:

- To operate the Club and provide golfers with booking, event management and other services they request.
- For internal club record keeping.
- To send informative or promotional emails that we deem of interest, with the option to opt out from receiving these types of communications at any time. We do not share your data with external marketing companies who would contact you in this way.

When you join as a member or book a tee time as a visitor we may share your information with external and internal data processors such as our membership administration system or tee time booking service provider. Your personal data is controlled internally by the Club's Data Protection Officer who adheres to the Club's internal data protection policies and procedures and has been satisfied by the privacy policy of all external data processors.

Otherwise, Carlow Golf Club will not share your personal information without consent except where the Club has a legal obligation to disclose the information (such as responding to a court order), to protect the Club's legal rights or to prevent fraud or illegal activity.

### **Individual rights**

You have the right to request a copy of the information we hold about you. If you would like a copy of this information please email us or write to the Data Controller at the Club. This will be provided to you in a portable, machine readable commonly used format.

We want to make sure that your personal information is accurate and up to date so you may ask us to correct or erase information that you think is inaccurate.

At the time of collecting data you have the right to object to the Club holding certain information about you.

### **Changes to our Privacy Policy**

We keep our privacy policy under regular review and place any updates on our website. This privacy policy was last updated on 24<sup>th</sup> May 2018.

### **How to contact us**

If you need further information please email us at: [cgconline@carlowgolfclub.ie](mailto:cgconline@carlowgolfclub.ie)