

Overton Sheepfair Privacy Policy

Our contact details

Name: Overton Sheepfair Association

E-mail: admin@overtonsheepfair.co.uk

The type of personal information we collect

We currently collect and process the following information:

- Personal identifiers and contacts (for example, name and contact details, including email address, home address, telephone numbers)

How we get the personal information and why we have it

All of the personal information we process is provided to us directly by you for one of the following reasons:

- To provide you with information on the Sheepfair event and its other activities, including fund raising activities
- To provide you with services and items you have or wish to purchase, such as fundraising event tickets
- To support your application to be a stallholder at the event
- To provide services in support of or at the Sheepfair event
- To sponsor the Sheepfair or advertise on its public platforms
- To act as an Overton Sheepfair Association committee member or officer
- To act as a volunteer for the Overton Sheepfair event or any of its other activities, including marshalling activities

We use the information that you have given us in order to contact you with information on the Sheepfair event and for the reasons listed above.

If you are an official, committee member or volunteer, we may, but only where necessary, share this information with:

- Our bankers, to operate an account
- Our general insurer, to process claims
- Other suppliers, to facilitate the services supporting the event
- The relevant local authorities to support our various applications for the necessary orders and licences to conduct the event.

Under the UK General Data Protection Regulation (UK GDPR), the lawful bases we rely on for processing this information are:

(a) Your consent. You are able to withdraw your consent at any time. You can do this by contacting admin@overtonsoheepfair.co.uk

(b) We have a contractual obligation.

(c) We have a legal obligation.

(d) We have a vital interest.

How we store your personal information

Your information is securely stored.

Unless you specifically consent to us keeping your information for longer, we keep personal identifiers and contact details for the following periods based on the reasons for processing the information:

- General marketing purposes – 6 months after the event
- Stallholders' information - until after the following Sheepfair event (held every 4 years) so we can offer you a pitch at the next event
- Service providers – until after the following Sheepfair event so we can engage with you to support that event
- Sponsors and advertisers - until after the following Sheepfair event so we can engage with you to identify new sponsorship or advertising opportunities
- Overton Sheepfair Association officers and committee members – until you resign from your post plus 6 months to facilitate the handover of tasks and responsibilities to new officers and committee members
- Volunteers – for 3 months after the event in the event of a complaint or claim

We will then dispose of your information by permanently deleting it from our databases and shredding any paper records.

Your data protection rights

Under data protection law, you have rights including:

Your right of access - You have the right to ask us for copies of your personal information.

Your right to rectification - You have the right to ask us to rectify personal information you think is inaccurate. You also have the right to ask us to complete information you think is incomplete.

Your right to erasure - You have the right to ask us to erase your personal information in certain circumstances.

Your right to restriction of processing - You have the right to ask us to restrict the processing of your personal information in certain circumstances.

Your right to object to processing - You have the the right to object to the processing of your personal information in certain circumstances.

Your right to data portability - You have the right to ask that we transfer the personal information you gave us to another organisation, or to you, in certain circumstances.

You are not required to pay any charge for exercising your rights. If you make a request, we have one month to respond to you.

Please contact us at admin@overtonsopeepfair.co.uk if you wish to make a request.

How to complain

If you have any concerns about our use of your personal information, you can make a complaint to us at admin@overtonsopeepfair.co.uk

You can also complain to the ICO if you are unhappy with how we have used your data.

The ICO's address:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

Helpline number: 0303 123 1113

ICO website: <https://www.ico.org.uk>