

# NACC Privacy Policy

## Who we are

The National Autocycle & Cyclemotor Club Ltd (NACC) a company limited by guarantee is a club for cyclemotor, autocycle, and moped enthusiasts. We organise meetings & events for club members. We publish a regular journal "The Buzzing Club®" newsletter that is sent to club members by post..

## The data we collect

We collect personal data from our members. We hold names and addresses for all club members. We also keep a record of the members who take part in our events and collect names and addresses of any non-members who take part in our events as day members or use the services of the clubs machine registrar. We do not need to hold telephone numbers, but do so for those members who choose to supply them when corresponding with Officers of the Club. A copy of the data held on a club member is supplied with the annual subscription renewal notice sent to a member.

## What the data are used for

Data is solely used for club purposes. Personal data is provided to our printer solely for the purpose of communicating with members: sending Buzzing and membership renewal notices.

## Cookies

We do not use any cookies on our website

## Data storage

The members' data are held on computer by the club secretary. For security back-up, a paper copy of all current membership subscriptions is also retained. The original 'sign-on' sheets listing who attended club events are retained by the club's Events Secretary. These paper records can also be retained in a computer as scanned images. They are not cross-indexed to the membership list. For insurance purposes, the data is retained for a minimum of six years.

## Subject Access Request

These may be made by e-mail or post to the club's secretary.

How to contact us

NACC Secretary

5, Sandy Lane

Codsall

WV8 1EJ or by email at [hello@thebuzzingclub.net](mailto:hello@thebuzzingclub.net)