



Privacy Notice – Venice In Peril Fund

→ Who we are

Venice in Peril Fund is a charity registered in England and Wales, No. 262146, whose registered office is Unit 11, Hurlingham Studios, Ranelagh Gardens, London SW6 3PA.

Venice in Peril Fund acts as a Data Controller for the information you provide to us and we are always on hand to answer any questions about the protection of your data by email info@veniceinperil.org or tel. 020 7736 6891. *This Privacy Notice explains how we collect, use and share your personal data and your rights in relation to the personal data we hold about you.*

→ Taking your Data Protection seriously

We have reviewed and updated our policies, processes and procedures to comply with the General Data Protection Regulation (EU) 2016 / 679 (“GDPR”) and have updated this Privacy Notice and our operations accordingly.

→ The types of Information we collect

Friends of Venice in Peril and donors

We may collect the following types of personal data about you (and your partner where relevant for joint membership or because you are jointly in touch with us). This information is required in order for us to fulfil our contractual obligations to you as a Member or Donor.

Title, forename, surname.

Contact and communications information, including email addresses, telephone numbers and postal address and records of communication and interactions we have had with you.

Financial information including Standing Order details and Gift Aid Declarations

Other correspondence which you freely enter into with us.

Others

Personal Data – email address – registering for e-newsletters

Where you have consented to us sending you e-Newsletters as part of the registration process. If you no longer wish us to contact you, you can unsubscribe from the Newsletter or email us at info@veniceinperil.org or telephone 020 7736 6891

Financial Data

Credit/Debit Card payments

We never collect or store your payment card details, because they are processed through a third-party payment gateway for online transactions. For credit card transactions made by telephone, the payment card details are cross-shredded immediately.

The credit/debit card information you provide for any transaction whether for tickets, donations, memberships or merchandise will be used by us solely to process that transaction. We cannot accept credit/debit card payments by email and will decline to accept payment by that means.

We only use PCI-DSS compliant payment systems procured from reliable third-party providers.

Our technology systems do not directly collect or store any payment card information and our online payment solutions are carried out using a 'payment gateway'. This is a direct connection to a payment service provided by a bank.

This means that when you input your payment card data you are communicating directly with the bank. As such your payment card information is handled by the bank only.

Where you send us a paper form authorizing us to set up a Standing Order, we keep that information securely stored, accessed by a limited number of staff and deleted one month after the first payment has been received. We are required to keep an electronic copy to prove the instruction is from you. This is stored securely until the Standing Order is cancelled.

Communications with you

Venice in Peril will always act upon your wishes in respect of what type of communications you want to receive and how you want to receive them.

There are some communications that we need to send you regardless of your marketing preferences. These are to fulfil our contractual obligations if you are a Friend of Venice in Peril or a donor.

- Correspondence relating to Standing Orders and Gift Aid
- Membership and donor related mailings
- Updating and amending your personal information

➔ **Source of your data. How we collect your information**

We may collect your personal information in a few limited ways:

Directly from you with your consent

- when you join as a Friend of Venice in Peril,
- when you sign up for e-newsletters on our website,

- when you donate via the website, or by post with a cheque and letter, or by telephone with a credit card.
- when you buy tickets to our events, or merchandise online or at an event.
- when you offer to volunteer or contact us for professional interest reasons.

Other sources

- From someone else who has brought a gift membership for you.
- On occasion when we receive information about you from our Trustee board or a member (for example as someone who might be interested in donating or joining or assisting with one of our campaigns).
- Where you have been referred from other organisations you will have consented to your information being sent to us prior to us accepting the referral. We check that your consent has been provided.

We do not receive or buy in lists of personal data from other sources.

If at any point you do not wish to be contacted by us, please email us on info@veniceinperil.org and we will action your request promptly.

→ **Recipients of your data**

We do not pass on your information to any other party.

→ **Automated decision making**

We do not undertake any automated decision making using your data, nor do we use your data for profiling or any other investigative purposes.

→ **Security of your data**

We have taken all reasonable steps to ensure that we and our Data Processors adapt Industry standard security protection systems to ensure the security of your data.

Where personal data is stored in locations other than the EEA we have assured ourselves that the Data Processor is aware of their responsibilities for the privacy and security of your data under GDPR.

→ **Your rights under GDPR**

GDPR provides the following rights for individuals: (<https://ico.org.uk/for-organisations/guide-to-the-general-data-protection-regulation-gdpr/individual-rights/>). If you have any queries, we are always on hand to help on 020 7736 6891

- The right to be informed
- The right of access*
- The right to rectification

- The right to erasure
- The right to restrict processing
- The right to data portability
- The right to object
- Rights in relation to automated decision making and profiling

If you would like to exercise any of your rights under GDPR, please email us at info@veniceinperil.org

*You have the right to ask us in writing for a copy of all the personal data held about you (this is known as a 'subject access request'. A copy will be sent to you as soon as possible and this will be no later than one month after your request.

We will make every attempt to ensure you are satisfied with our handling of your requests about the protection of your data. However, you have the right to complain to the Information Commissioners Office (ICO) by following the link here to report a concern <https://ico.org.uk/concerns/>

If you would like access to your personal data held by us, please contact us

Email: info@veniceinperil.org Tel. +44 (0)20 7736 6891

Post: Venice in Peril, Unit 11, Hurlingham Studios, Ranelagh Gardens, London SW6 3PA