

# ROC2 STUDIOS PRIVACY POLICY

## 1. INTRODUCTION

ROC2 Studios is committed to protecting your privacy and security. This policy explains how and why we use your personal data, to ensure you remain informed and in control of your information.

## 2. ABOUT US

Your personal data (i.e. any information which identifies you, or which can be identified as relating to you personally) will be collected and used by ROC2 Studios, to provide YOU WITH information on offers and to advertise the Studio facilities.

## 3. WHAT INFORMATION WE COLLECT

We collect data you provide to us.

## 3. HOW WE USE INFORMATION

We only ever use your personal data with your consent, or where it is necessary in order to:

- enter into, or perform, a contract with you;
- comply with a legal duty;
- protect your vital interests;
- for our own (or a third party's) lawful interests, provided your rights don't override the these.

In any event, we'll only use your information for the purpose or purposes it was collected for (or else for closely related purposes): Marketing

We use personal data to communicate with people, to promote the facilities at ROC2 Studios. This includes keeping you up to date with our news, updates and campaigns.

#### 4. DISCLOSING AND SHARING DATA

We will never sell your personal data or shared with sub-contractors or suppliers.

#### 5. HOW WE PROTECT DATA

Electronic data and databases are stored on secure computer systems and we control who has access to information (using both physical and electronic means).

#### 6. STORAGE

Where we store information

ROC2 Studios is based in UK and we store our data within the European Union.

How long we store information

We will only use and store information for so long as it is required for the purposes it was collected for. How long information will be stored for depends on the information in question and what it is being used for. For example, if you ask us not to send you marketing emails, we will stop storing your emails for marketing purposes (though we'll keep a record of your preference not to be emailed).

We continually review what information we hold and delete what is no longer required. We never store payment information.