

## SMA – PRIVACY POLICY

Sports Massage Association Ltd is committed to protecting and respecting your privacy. This policy (together with our Terms of Use) sets out the basis on which any personal data we collect from you, or that you provide to us, will be processed by us. We will only collect information from you, and process it, in accordance with the Data Protection Act 1998. Any future changes we may make to our privacy policy will be posted on this page and, where appropriate, notified to you by e-mail.

### 1. COLLECTION AND STORAGE OF INFORMATION

- 1.1 We may collect and process data about you (i) when you complete a membership form (or any other form) on our site (ii) when you order and buy goods or services through our site or (iii) from any survey that we may ask you to complete from time to time (though you do not have to respond to any such survey). Also, in the event that you contact us, we may keep a record of the correspondence. We may also ask you for information if you enter any competition or promotion that is run through our site.
- 1.2 We may also collect information about your computer, including your IP address, operating system and browser type, for system administration purposes and to collect and report aggregate information. This is statistical data about our users' browsing actions and patterns, and does not identify any individual users.
- 1.3 Once we have received your information, we will use strict procedures and security features to try to prevent any unauthorised access of that information. However, the transmission of information via the internet is not completely secure. Although we will do our best to protect your personal data, we cannot guarantee the security of any data transmitted to our site. As such, any transmission is at your own risk.
- 1.4 The Data Protection Act 1998 gives you the right to access, in accordance with the provisions of the Act, any information that is held by us about you. Any access request may be subject to a fee of £10.00 to meet our costs in providing you with details of the information that we hold about you.
- 1.5 We will process information about you in accordance with this privacy policy. By using our site, you consent to such processing and you warrant that all data provided by you is accurate and complete.

### 2. COOKIES

- 2.1 Cookies are files containing information that is transferred to your computer's hard drive. They are widely used in order to make websites work, or work more efficiently, as well as to provide information to the owners of the site. We use cookies to help improve our site and to try and deliver a better and more personalised service. If you use our site, you agree to our use of cookies as part of the site.
- 2.2 You can block cookies by activating the setting on your browser which allows you to refuse the setting of all or some cookies. However, if you use your browser settings to block all cookies (including essential cookies) you may not be able to access all or parts of our site. Unless you have adjusted your browser setting so that it will refuse cookies, our system will issue cookies as soon you visit our site.

### 3. USE AND DISCLOSURE OF INFORMATION

- 3.1 We may use information held about you (i) to ensure that content from our site is presented in the most effective manner for you and for your computer (ii) to provide you with information, products or services that you request from us or which we feel may interest you, where you have consented to be contacted for such purposes (iii) to carry out our obligations arising from any contracts entered into between you and us (iv) to allow you to participate in any interactive features of our site, as and when you choose to do so and (v) to notify you about changes to our site.
- 3.2 We may be required to disclose your personal data to a third party comply with any legal obligation, to enforce or apply our Terms of Use or to protect the rights, property, or safety of any person. This may include exchanging information with other organisations for the purposes of fraud protection.
- 3.3 You have the right to ask us not to process your personal data for marketing purposes. We will usually inform you (before collecting your data) if we intend to use your data for such purposes or if we intend to disclose your information to any third party for such purposes. You can exercise your right to prevent such processing by checking certain boxes on the forms we use to collect your data, or contacting us.
- 3.4 Our site may contain links to and from the websites of our partner networks, affiliates and other related organisations. If you follow a link to any of these websites, please note that these websites will (or should) have their own privacy policies. We do not accept any responsibility or liability for those policies. Please check the relevant privacy policy before you submit any personal data to the relevant website.