

# QE(K)A Data Privacy Policy

---

The Queen Elizabeth (Kensington) Branch, King's College London Association (formerly Queen Elizabeth College Association), known as QE(K)A, is a branch of the King's College London Association (KCLA).

## What information do we collect / hold about you?

We collect information about you when you register with us, book a ticket to attend one of our events or purchase merchandise from us. We do not collect information about you when you use our website, unless you explicitly complete an information form.

The information that we hold about you is restricted to that for which we, as an alumni association, have a legitimate interest under the GDPR legislation. This includes your name, contact details and information about your time at QEC/ King's Kensington site, such as subject studied and years at the college.

## How will we use the information about you?

We use your information to keep you informed about QE(K)A and KCLA events, to supply the Envoy newsletter and to process orders for event tickets and merchandise.

QE(K)A will not share your information for marketing or fund raising purposes with third party organisations.

In processing your event ticket or merchandise orders, we may send your details to, and also use information from external ticketing organisations, credit reference agencies and fraud prevention agencies.

Event venues may, for security reasons, require us to provide an attendee list. In that situation we will supply the minimum amount of information necessary and require the venue to not use that for marketing purposes.

## Marketing

We would like to send you information about QE(K)A and KCLA's events and merchandise which may be of interest to you. You have a right at any time to stop us from contacting you for marketing, or any other purposes. If you no longer wish to be contacted please inform the membership secretary at [qeka.mem.sec@gmail.com](mailto:qeka.mem.sec@gmail.com) or in writing to the address detailed below.

## Access to your information and correction

You have the right to request a copy of the information that we hold about you. If you would like a copy of some or all of your personal information, please email [qeka.mem.sec@gmail.com](mailto:qeka.mem.sec@gmail.com) or write to us at the address detailed below. We want to make sure that your personal information is accurate and up to date. You may ask us to correct or remove information you think is inaccurate.

## Other Newsletters and Websites

Our newsletter and website may contain references and links to other newsletters and websites. This privacy policy only applies to QE(K)A's newsletter and website so when you link to other websites you should read their own privacy policies.

## Changes to our privacy policy

We keep our privacy policy under regular review and we will place any updates on this web page. This privacy policy was last updated on 22 June 2018.

## How to contact us

Please contact us if you have any questions about our privacy policy or information we hold about you: email [qeka.mem.sec@gmail.com](mailto:qeka.mem.sec@gmail.com) or write to us at the following address: QE(K)A, 1 Ellington Street, London N7 8PP.