

Privacy Policy - TRAVEL PHOTOGRAPHER OF THE YEAR

The following privacy policy applies from the 1st May 2018

1. What do you do with my personal data?

We use your data to provide you with information about the Travel Photographer of the Year awards, exhibitions, news, events, products and photography courses.

If you have also entered the Travel Photographer of the Year awards, during the year in which the contest you enter is live, we will use your data to provide you with information about the progress of the awards and any other information relevant to participants and to contact you where necessary with regard to competition administration or events.

2. How long will you keep my personal data?

We review our newsletter database on a regular basis and will remove anyone who has not opened campaigns within an 18-month period, or who has asked us to remove them (you can also unsubscribe directly). Newsletter subscriber data is stored on a secure server, in a pass-warded third-party data processor account (Mailchimp). Mailchimp is GDPR compliant.

If you have registered to enter the Travel Photographer of the Year awards, your data will be stored on a secure server, in a pass-warded, non-public area of our administration website. We keep your data on that system until you ask us to remove it, as we have many entrants who enter year after year and use their login each time.

If you have bought something from our online shop, your data is stored on a secure, pass-warded administration area of our shop website as a record of the commercial transaction. Please note, we do not keep details of any bank or credit cards.

3. Who do you share my personal data with and why?

We would only share your information in the following situations:

If you have purchased items from us or need your prints returned from the awards, we would need to share your address details with the courier or postal services that deliver your items to you and, if relevant, with the printer producing and despatching a bespoke art print. Any such sharing will only be done to enable us to fulfil your order.

If you are one of the winners of the awards and a media representative wishes to interview you, we will, with your permission, pass on your contact details.

We never sell on personal data or send it to sponsors, business partners etc.

4. What data do you hold about me? (and how do you get it?)

If you have signed up to receive our newsletters we will have your name, country of residence, email address and preferred format for newsletters.

If you have entered the TPOTY awards we will have all the information you supply when registering - name, country of residence, nationality, address, email, website if relevant, phone, date of birth, photographic status (amateur etc).

If you have bought something from our online shop we will have your name, email address, delivery and home addresses and phone number.

If you have booked on to one of our photography courses we will have your name, email address and mobile phone number. If you book one of our trips with our travel partner Hurtigruten, all personal information regarding passports etc. will be managed between yourself and Hurtigruten and their privacy policy will apply.

We collect information directly from you when you either sign up to our newsletter on our website, tick the box when entering the awards to confirm that you want to be added to our database, complete a physical (i.e. printed) request to be added to the newsletter database if you attend one of our exhibitions or event, or purchase an item from our online shop.

5. What rights do I have?

You have the following rights:

- To be informed about how we use your personal data (the purpose of this Privacy Notice);
- To update your personal data. You can update or amend your information in the following ways:
 1. For newsletter subscribers: Click on the 'update subscription preferences' link at the bottom of the newsletter
 2. For TPOTY awards entrants: Login to your account on www.tpoty.com and choose the option to amend your details. (note, you would also need to update your email address on the newsletter list as outlined above and we would advise you also to email us so we are aware of the change)
 3. Email us and we will make the change for you
- To ask us to delete your personal data. However, there may be circumstances where we are legally entitled to retain it;
- To get a free copy of your personal data.
- To object to the processing of your data and have it restricted.
- The right to make a complaint to the Information Commissioner (www.ico.org.uk) if you think that any of your rights have been infringed by us.

6. How do I change my marketing preferences?

You can opt in and out of marketing communications at any time by changing your preferences as outlined above.

We will never give your personal data to a third party for marketing unless you have expressly given us your permission.

7. How do you ensure my data is secure?

Travel Photographer of the Year is committed to keeping your data secure. We use a variety of security technologies and procedures to help protect your personal data from unauthorized access, use or disclosure.

Newsletter subscriber data is stored on a secure server, in a pass-warded third-party data processor account (Mailchimp). Mailchimp is GDPR compliant.

If you have registered to enter the Travel Photographer of the Year awards, your data will be stored on a secure server, in a pass-warded, non-public area of our administration website.

If you have bought something from our online shop, your data is stored on a secure, pass-warded administration area of our shop website as a record of the commercial transaction. Please note, we do not keep details of any bank or credit cards.

If you have completed one of our online forms for finalist caption documents or print return requests, your data is stored on a secure, pass-warded account in with third party data processor Jotform - who are GDPR compliant. We delete those lists after the final judging or print return.

8. Changes to this Privacy Notice

We will check this policy from time to time and post any changes here. We may also let you know about these changes by email.

9. Resolving Privacy Issues

We will always try our best to resolve any data privacy issue you may have. You have the right to refer any data privacy issue to the Information Commissioner's Office at any time.