

# Privacy Statement for the Walk the Test Way Event

## Rotary Club of Romsey Test

### Preservation of your privacy is important to us

In this document, 'walk' refers to the 'The Test Way Walk Event' organised by the Rotary Club of Romsey Test.

### Walk the Test Way Web Site

The <http://www.walkthetestway.org.uk> web site address does not collect personal information.

However, it does transfer users to Active Networks system for registration who then collect the information.

### Active Networks Registration System.

Rotary Club of Romsey Test has contracted with Active Networks to register walkers for the event on our behalf. They collect the walker's registration data and fees and have their own privacy policy that can be viewed at <https://www.activenetwork.com/information/privacy-policy>.

People who register will need to agree their policy.

### Information we collect:

We download personal information from Active Networks. This will include names, gender, title, email address, postal address, telephone numbers and age. We do not have access to credit card information.

We may get emails from you with personal information.

You may also provide us with paper originals or copies of your sponsorship sheets, which will show the names and addresses of your sponsors.

### Use of information:

The information we collect is kept for a limited time and only be used by a small number of Rotarians for the planning and execution of the walk, and collection and distribution of sponsorship money, and retained for no longer than 2 years.

We will only contact you again next year about the subsequent walk if you have ticked the 'agree to contact' checkbox in the registration process.

Paper sponsorship sheets are used to calculate and claim any Gift Aid from the UK tax authorities. A copy retained by Rotary for six years as required by the Tax Authorities and then destroyed.

### Google Analytics:

We may use Google Analytics to track usage of the web site so we can understand and improve the site. This system does not pass on your identification (IP address) to Google.

**Security:**

Downloaded data from Active Networks is stored in a database on a number of password protected laptops. We will take reasonable precautions to prevent the loss, misuse or alteration of information you give us.

Communications in connection with the walk will be by e-mail and whilst we endeavour to keep our systems and communications protected against viruses and other harmful effects, we cannot bear responsibility for all communications being virus-free.

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