



Little People of Ireland

Little People of Ireland Privacy Policy

Introduction

This policy sets out how we collect, process and hold your personal data if you visit our website, appointed event ticket shop or other payment gateway or otherwise provide personal data to us. We are Little People of Ireland of www.lpi.ie. We are the data controller of your personal data. This policy affects your legal rights and obligations so please read it carefully. If you have any questions, please contact us at subscribe@lpi.ie.

Personal Data We Collect

We collect, process, store and use personal data when you become a member of LPI and/or make a booking to attend an LPI event including your name, address, phone number, email address, RG condition and the age of anyone up to 16 years of age and their relationship to those over 18 years of age for the purposes of attending an LPI event, together with payment information.

We may also collect personal data that you give to us about you and/or other people if you register them for membership and/or to attend an LPI event. You agree that you have notified any other person whose personal data that you provide to us of this privacy notice and, where necessary, obtained their consent so that we can lawfully process their personal data in accordance with this policy.

Due to the nature of the services provided by Little People of Ireland, there is regular and active exchange of personal data between it and its Data Subjects. Little People of Ireland exchanges personal data with Data Processors on the Data Subjects' behalf. Due to the nature of events hosted by Little People of Ireland, it can involve the processing of data from underage subjects, LPI must ensure they have adequate systems in place to verify individual ages and gather consent from guardians. The state defines the age up to which an organisation must obtain consent from a guardian before processing a child's data.

All personal data that you provide to us must be true, complete and accurate. If you provide us with inaccurate or false data, and we suspect or identify fraud, we will record this.

You do not need to provide us with any personal data to view our website. However, we may still collect the information set under the 'Data We Automatically Collect' section of this policy, and marketing communications in accordance with the Marketing Communications section of this policy.

When you contact us by email or post, we may keep a record of the correspondence.

Little People of Ireland is a Registered Charity 20046774, (CHY (REVENUE) NUMBER 14382)

Data We Automatically Collect

When you visit our website or our appointed third party event ticket shop or our appointed third party payment gateway, we, or third parties on our behalf, automatically collect and store information about your device and your activities. Technical information collected during website visits such as IP address, browser, operating system, device used or physical location etc. is only used for website operation and is not personally identifiable or persistent. For persistent information (cookies) please see the segment regarding cookies below. We collect information using cookies in accordance with the Cookie section of this policy and we use the information we collect for analytical purposes.

Marketing Communications

If you opt in to receive marketing communications from us, you consent to the processing of your data to send you such communications, which may include newsletters, blog posts, surveys and information about new events. We retain a record of your consent.

You can choose to opt out of marketing communications by contacting us at subscribe@lpi.ie or clicking unsubscribe from a marketing email. If you do unsubscribe to marketing communications, it may take up to 5 business days for your new preferences to take effect. We shall therefore retain your personal data in our records for marketing purposes until you notify us that you no longer wish to receive marketing emails from us.

Lawful Processing of Your Personal Data

We will use your personal data in order to comply with our contractual obligation to supply to you LPI membership which includes LPI's closed/private Facebook Group for LPI Members, the bookings to an event that you have booked, including to contact you with any information relating to the event, to deliver the event to you in accordance with any requests you make and that we agree to, and to deal with any questions, comments or complaints you have in relation to the event.

We may also use your personal data for our legitimate interests, including dealing with any customer services you require, enforcing the terms of any other agreement between us, for regulatory and legal purposes (for example anti-money laundering), for audit purposes and to contact you about changes to this policy.

Who Do We Share Your Data With?

We may share your personal data with any service providers, and agents that we may appoint to perform functions on our behalf and in accordance with our instructions, including payment providers, event ticketing providers, email communication providers, IT service providers, accountants, auditors and lawyers.

We may use Ticket Tailor to facilitate online bookings for LPI events to enable members to make online purchases. Ticket Tailor is a user-friendly online ticketing platform. Ticket Tailor sells tickets for our events on our behalf. Ticket Tailor's privacy policy is available at:

<https://www.tickettailor.com/privacy-policy/>

PayPal is an all-in-one online payment solution, which we may use as a payment gateway to facilitate payment for online bookings for LPI events and to enable members to make online purchases. PayPal's privacy policy is available at:

<https://www.paypal.com/uk/webapps/mpp/ua/privacy-prev>

In order to facilitate your booking to attend an LPI event, we will need to share your name and any other person's name that you provide to us and the age of anyone up to 16 years of age to 'our appointed venue' who will host our event to enable the 'appointed venue' to provide adequate facilities to host our event, particularly in relation to our annual convention as the data is essential for the reservation and provision of sleeping accommodations.

Under certain circumstances we may have to disclose your personal data under applicable laws and/or regulations, for example, as part of anti-money laundering processes or protect a third party's rights, property, or safety.

We may also share your personal data in connection with, or during negotiations of, any merger, consolidation or restructuring, financing, or acquisition of all or a portion of our charity by or into another charity.

Where We Hold and Process Your Personal Data

Some or all of your personal data may be stored or transferred outside of the European Union (the EU) for any reason, including for example, if our email server is located in a country outside the EU or if any of our service providers or their servers are based outside of the EU.

Cookies

A cookie is a small text file containing a unique identification number that is transferred (through your browser) from a website to the hard drive of your computer. The cookie identifies your browser but will not let a website know any personal data about you, such as your name and/or address. These files are then used by websites to identify when users revisit that website.

Our website uses cookies so that we can recognise you when you return. Most browsers are initially set up to accept cookies. You can change your browser settings either to notify you when you have received a cookie, or to refuse to accept cookies.

We use Mailchimp and Google Analytics to monitor how our website and communications are used.

We use MailChimp to manage all subscriptions to our mailing lists and to manage the creation and sending of emails to subscribers of those lists. MailChimp uses a session cookie to track users through the Sign Up process when they submit information via our Sign Up (subscription) form.

Google Analytics collects information anonymously and generates reports detailing information such as the number of visits to the website, where visitors generally came from, how long they stayed on the website, and which pages they visited. Google Analytics places several persistent cookies on your computer's hard drive. These do not collect any personal data. If you do not agree to this you can disable persistent cookies in your browser. This will prevent Google Analytics from logging your visits.

Security

We shall process your personal data in a manner that ensures appropriate security of the personal data, including protection against unauthorised or unlawful processing and against accidental loss, destruction or damage, using appropriate technical or organisational measures. However, you acknowledge that no system can be completely secure. Therefore, although we take these steps to secure your personal data, we do not promise that your personal data will always remain completely secure.

Where we have given, or you have chosen a password, you are responsible for keeping this password confidential.

Your Rights

You have the right to obtain from us a copy of the personal data that we hold for you, and to require us to correct errors in the personal data if it is inaccurate or incomplete. You also have the right at any time to require that we delete your personal data. To exercise these rights, or any other rights you may have under applicable laws, please contact us at subscribe@lpi.ie.

Please note, we reserve the right to charge an administrative fee if your request is manifestly unfounded or excessive.

If you have any complaints in relation to this policy or otherwise in relation to our processing of your personal data, you should contact the Data Protection Commissioner; Dublin and Portarlington.

Phone +353 761 104 800 | email info@dataprotection.ie | [@DPCireland](https://twitter.com/DPCireland)

Our website and appointed event ticket shop or appointed payment gateway may contain links to other sites of interest. Once you have used these links to leave our website, you should note that we do not have any control over that other site. Therefore, we cannot be responsible for the protection and privacy of any information which you provide whilst visiting such sites and such sites are not governed by this policy. You should exercise caution and look at the privacy policy applicable to the site in question.

Retention

If you become a paid member of LPI which includes membership to our closed/private Facebook group we shall retain your personal data until you close your membership.

If you receive marketing communications from us, we shall retain your personal data until you opt out of receiving such communications.

If you have otherwise booked an event with us or contacted us with a question or comment, we shall retain your personal data for 12 months following such contact to respond to any further queries you might have.

General

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If any provision of this policy is held by a court of competent jurisdiction to be invalid or unenforceable, then such provision shall be construed, as nearly as possible, to reflect the intentions of the parties and all other provisions shall remain in full force and effect.

This policy shall be governed by and construed in accordance with the law of Ireland, and you agree to submit to the exclusive jurisdiction of the Irish Courts.

We may change the terms of this policy from time to time. You are responsible for regularly reviewing this policy so that you are aware of any changes to it. If you continue to use our website, after the time we state the changes will take effect, you will have accepted the changes.

Your Consent To This Agreement

By using our www.lpi.ie website, our closed/private Facebook Page, and our email services you consent to the collection and use of information by us as specified above. If we decide to change our privacy policy, we will update those changes on this page so that you are always aware of what information we collect, how we use it, and under what circumstances we disclose it.

Our Details

This website is owned and operated by Little People of Ireland.

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You can contact us, using our website contact form, or by email using info@lpi.ie