

# Shoreline

The home of Margate Made  
Westgate Galleria and  
The Eclectic Art Gallery Margate

## PRIVACY NOTICE

Version:	3
Date:	19 May 2020
Updated by:	VLR

### Our contact details

Shoreline Partners, 12 Westcliff Gardens, Margate, CT9 5DS

Email: shorelinepartners1@gmail.com

Data Protection Officer: Vivienne Rose

### What type of information we hold

We currently collect and process the following information:

Type:	Whose:	Why:
Name and contact details (including email and phone)	Makers, Artists and Creatives	To facilitate their space rental and information about sales and events.
Name and contact details (including email)	Customers, friends and interested parties who wish to be included on our mailing lists.	For information about events, promotions and special offers
Financial information including bank details.	Makers, Artists and Creatives	To facilitate the payment of rent and the transfer of funds in relation to sales.
Name and contact details (including email and phone)	For community, voluntary and charitable organisations	To promote opportunities for co-working, space rental, courses etc.
Name and contact details (including email and phone)	For businesses who wish to be included on our mailing list	To promote opportunities for space hire, and joint working.
Name and contact details (including address, email and phone)	Online customers	To facilitate the dispatch of purchases, and dispute resolution.

### How we get the information and why we do we have it:

Most of the personal information we process is provided to us directly by you for one of the reasons listed above.

### Our Website:

We use industry standard SSL certificates to secure your connection whilst using the online website.

Date: 19/05/2020

Under the General Data Protection Regulation (GDPR), the lawful bases we rely on for processing this information are:

(a) Your consent. You are able to remove your consent at any time. You can do this by contacting [shorelinepartners1@gmail.com](mailto:shorelinepartners1@gmail.com)

(b) We have a contractual obligation.

(c) We have a vital interest.

(d) We have a legitimate interest.

What we do with the information

We use the information that you have given us in order to process and send information as listed above.

We will not share any personal information with any third party.

How we store your information

Your information is securely stored electronically on a secure cloud storage facility, or in hard copy at our offices.

We keep information relating to contractual and financial matters for the period of your association with Shoreline Partners plus five years. For information purposes until consent is withdrawn. We will then dispose your information by shredding hard copy and deleting electronic copies.

Your data protection rights

Under data protection law, you have rights including:

**Your right of access** - You have the right to ask us for copies of your personal information.

**Your right to rectification** - You have the right to ask us to rectify information you think is inaccurate. You also have the right to ask us to complete information you think is incomplete.

**Your right to erasure** - You have the right to ask us to erase your personal information in certain circumstances.

**Your right to restriction of processing** - You have the right to ask us to restrict the processing of your information in certain circumstances.

**Your right to object to processing** - You have the the right to object to the processing of your personal data in certain circumstances.

How to complain

You can complain to Shoreline Partners ( Vivienne Rose, Data Protection Officer) at the contact details listed in the first section.

You can also complain to the ICO if you are unhappy with how we have used your data.

The ICO's address:

Information Commissioner's Office  
Wycliffe House  
Water Lane

Date: 19/05/2020

Wilmslow  
Cheshire  
SK9 5AF  
Helpline number: 0303 123 1113