

# Privacy Policy

## **Personal information**

Personal information is stored for the following individuals

- Members
- Volunteers
- Green room members
- People purchasing tickets

This information is used to keep in contact and to process ticket purchases. From time to time this personal information may be used by Ilkley Players Limited for internal marketing purposes. No personal information is shared with third parties.

In cases where you have expressed an interest in volunteering, we will contact you with the name of the volunteer coordinator in the appropriate area/areas allowing you to make contact as necessary.

## **Personal information processes**

Please contact [info@ilkleyplayhouse.co.uk](mailto:info@ilkleyplayhouse.co.uk), in the following cases;

- If you would like to revise this personal information or feel that the information is incorrect,
- If you wish to request a copy of the personal information that we hold in relation to you
- If at any time you wish us to remove your personal information from our records

We take every precaution to protect your personal data.