

1. Who is the data controller?

1.1. The data controller is the Irish Kennel Club CLG ("the IKC"), Fottrell House, Harold's Cross Bridge, Dublin 6. Email: info@ikc.ie Phone +353 (1) 4533300

2. Who is the Data Protection Manager?

Karen Murphy, Secretary of the Irish Kennel Club GLG

3. With whom will we share your data?

3.1. The Irish Kennel Club will not provide your information to a third party unless obligated to do so as a legal requirement.

4. For what purposes will my personal data be used and on what basis?

Your contact personal data is requested in the form and will be used for the purpose of administering your membership application and, if your application is successful, performing the contract with you.

If you fail to provide the information requested, your application for membership cannot be processed.

5. How long will the IKC retain your personal data?

We will delete your data in accordance with the timeframes set out in our Data Privacy Notice

6. Right to request access to, rectification, erasure of personal data or restriction of processing or data portability

6.1. You have the right to access any personal data which we hold about you or to request the rectification of any information that we have about you. If you would like to access or rectify your personal data, please send your request in writing to the Data Protection Manager.

6.2. In certain circumstances, you have the right to request that we erase your personal data, the right to restrict our use of your data and the right to data portability. For further information, please write to the Data Protection Manager.

7. How do I make a complaint or report a breach?

7.1. If you have a complaint in relation to our processing of your information, we encourage you to contact [the **Data Protection Manager**] with a view to resolving it informally.

7.2. Should you wish to make a **complaint or report a breach** in relation to your personal data, you can do so by emailing the Office of the Data Protection Commissioner using the following email address: info@dataprotection.ie

8. Automated Decision Making

We do not process your personal data in connection with automated decision making.