# Privacy Notice – Lanarkshire Tourism and Leisure Businesses

Business contacts of VisitLanarkshire / Lanarkshire Area Tourism Partnership (North Lanarkshire, South Lanarkshire, VisitScotland and local tourism and leisure businesses)

Details of personal data held by the Lanarkshire Area Tourism Partnership and listed on VisitLanarkshire.

#### **Business Listing on VisitLanarkshire**

If you have a listing on VisitLanarkshire.com you can amend or delete the listing at any point. Contact info@visitlanarkshire.com

#### What data do we hold for you?

- Name
- E-mail address
- Business Name

If your business has a listing on VisitLanarkshire then this will feature images, descriptive text, map location, link to your website (if applicable) and contact details (email, phone number)

### Why do we hold the data?

Your contact email is used for communication with the Tourism and Leisure sector to provide business support and free marketing opportunities. We hold your contact details in order to provide information and to advise you of upcoming events, training, funding and other opportunities.

Listings on VisitLanarkshire are held to promote your business.

#### What is our lawful basis for processing your personal data?

The data is processed on the basis that you are an employee or business owner of a Lanarkshire Tourism or Leisure business, either listed on VisitLanarkshire.com or receive emails with tourism sector information.

#### Who are the recipients of the data?

Anyone worldwide can access VisitLanarkshire.com, however information on individuals will not be directly transferred to any third parties.

#### Who else do we pass your data on to?

We do not pass your data on to any third party.

## How long will we keep your data for?

We retain your data for as long as we need to contact you about your business and tourism sector updates. You can unsubscribe from emails by clicking unsubscribe at the end of any email communication.

### What rights do I have over my data?

You have the right to see or copy the data we hold on you and to request the correction of any inaccuracies. We will provide this information no later than one month from request. You have the right to ask us to erase your data or to stop using it.

To remove or amend your listing from VisitLanarkshire please email: info@visitlanarkshire.com

#### **Changes to the information**

We regularly review and, where necessary, update our privacy information. If we plan to use personal data for a new purpose, we update our privacy information and communicate the changes to individuals before starting any new processing

#### Who do I contact if I have concerns about the accuracy or use of my data?

Jennifer Thomson

Visit Lanarkshire <u>info@visitlanarkshire.com</u>

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