

VENTURE FORCE PRIVACY POLICY

Venture Force Ltd is an independent expedition and adventure provider working with schools, youth organisations, adult groups, and corporate groups. This privacy policy explains how we use any personal information we collect about you when planning your adventure.

Topics

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How do we collect information about you?

We collect information about you when you 'sign up' with us for place an expedition or adventure. We also collect information when you voluntarily complete client surveys, provide feedback, and participate in any of our other supporting activities. Website usage information is collected using cookies.

What types of information do we collect?

We collect personal information of those travelling on expedition with us including contact details, next of kin details, medical information and passport details. This data is stored and held in line with our Data Protection Policy.

How will we use the information about you?

We collect information about you to help us arrange, organise and manage your expedition or adventure and to help ensure your safety throughout your expedition.

Venture Force will only share your personal information with its third party partners providers, and then only in such detail as is needed to ensure the safety of you and your expedition team whilst they are on expedition. Venture Force will not share your information for marketing or any other purposes unless it is necessary in the management of your expedition or adventure. Venture Force will retain your data for no longer than is necessary in accordance with our Data Protection Policy.

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

- **Your consent.** You are able to remove your consent at any time. You can do this by contacting admin@ventureforce.co.uk or writing to us at 8 Craven Street, Melton Mowbray, Leicestershire. LE13 0QU. We may make a small charge for this service.
- **Contractual obligation.**

Marketing

We would like to send you information about products and services of ours which may be of interest to you. You have a right at any time to stop us from contacting you for marketing purposes. If you do not wish to receive marketing material, you may opt out at any time by emailing admin@ventureforce.co.uk

Access to your information and correction

You have the right to request a copy of the information that we hold about you. If you would like a copy of some or all of your personal information, please email admin@ventureforce.co.uk or write to us at Venture Force, 8 Craven Street, Melton Mowbray, Leicestershire. LE13 0QU.

We want to make sure that your personal information is accurate and up to date. You may ask us to correct or remove information you think is inaccurate.

You are not required to pay any charge for exercising your rights. If you make a request, we have one month to respond to you. Please contact us at admin@ventureforce.co.uk or write to us at Venture Force, 8 Craven Street, Melton Mowbray, Leicestershire. LE13 0QU. if you wish to make a request.

Cookies

Cookies are text files placed on your computer to collect standard internet log information and visitor behaviour information. This information is used to track visitor use of the website and to compile statistical reports on website activity.

For further information visit www.aboutcookies.org or www.allaboutcookies.org

You can set your browser not to accept cookies and the above websites tell you how to remove cookies from your browser. However, in a few cases some of our website features may not function as a result

Other websites

Our website contains links to other websites. This privacy policy only applies to our website www.ventureforce.co.uk so when you link to other websites you should read their own privacy policies.

Changes to our privacy policy

We keep our privacy policy under regular review and we will place any updates on this web page. This privacy policy was last updated on 7 October 2021.

How to contact us

Please contact us if you have any questions about our privacy policy or information, we hold about you:

- ✓ By email on admin@ventureforce.co.uk
- ✓ By post at Venture Force Ltd, 8 Craven Street, Melton Mowbray, Leicestershire LE13 0QU

How to complain

If you have any concerns about our use of your personal information, you can make a complaint to us via the contact details above.

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
Wilmslow
Cheshire
SK9 5AF

Helpline number: 0303 123 1113
ICO website: <https://www.ico.org.uk>