

Insomnia Music UK Website Privacy Policy

1 Introduction

This privacy policy (the “Privacy Policy”) explains our approach to any personal data that you might supply to us (or that might be collected from you) (“Information”) when you use the Website. The Information shall be used in accordance with the permissions granted by you and in accordance with the Data Protection Act 1998 (the “Act”).

If you have any questions about how we collect, use and share your personal data, please email us at info@insomniamusic.co.uk

This Privacy Policy is intended to assist you in making informed decisions when using our Website. Please take a moment to read and understand it. Please note that it should be read in conjunction with our Terms of Use and our Cookie Policy

For the purposes of the Act, Insomnia Music UK is the data controller (“Data Controller”) of the Information and can be contacted by email at info@insomniamusic.co.uk and by post at Unit 8, The IO Centre, Arlington Business Park, Whittle Way, Stevenage, Herts, SG12BD.

Please also note this Privacy Policy only applies to the use of Information collected by us from your use of our Website, including the purchase of services or during your communications with us. It does not apply to your communications with any other third party.

2 Insomnia Music UK’s commitment to protecting your privacy

Insomnia Music UK is committed to protecting your privacy. You can use some of the Website without providing Information. However Insomnia Music UK does need Information to provide parts of the Website.

3 Your consent

By using our Website you consent to the collection and use of Information as set out in this Privacy Policy. If we change this Privacy Policy we will post an updated version of it on the Website.

4 The information we collect

You may send us or we may ask you for the following Information:

- your full name;
- your address and postcode;
- your contact information (such as your email address, telephone number and mobile telephone number);
- your age and gender;
- general information about yourself (such as your interests, your experience of our services and products or other services and products and your contact preferences); and
- information relating to your use of our Website.

When you connect to our Website using Facebook, Google, Twitter, etc, they provide us with your “basic information”, which includes your relevant ID, name, username, gender, location and age range, as well as any other information you agree to share with us.

We may also collect certain Information about your mobile device, computer hardware and software, which may include the following:

- IP address of device(s) used;
- browser type;
- operating system and device type;
- approximate location (e.g. London or New York);
- access times and dates; and
- referring website addresses.

5 How we use your information

Insomnia Music UK may use your Information in the following ways:

- to ensure that the content on our Website is presented in the most relevant and effective manner for you and your device;
- to enable you to use the interactive features of our Website;
- to provide products and services that you have requested;
- to check that you comply with these Terms of Use;
- to develop and improve our Website;
- for our internal record keeping;
- to contact you to answer any queries you may have; and
- to contact you or permit our group companies and/or partners to contact you for market research or marketing purposes where you have given us, our group companies and/or our partners permission to do so. For more information on how we may market products and services to you please see below.

Insomnia Music UK may disclose your Information to third parties in the following circumstances:

- in the event that Insomnia Music UK sells or buys any business or asset we may disclose your Information to the prospective seller or buyer;
- if Insomnia Music UK is under a duty to disclose or share your Information to comply with any legal obligation or in order to enforce or apply our terms and conditions and other agreements or protect the rights, property, or safety of our users, or others;
- third party service providers to enable them to perform functions and process user data on our behalf, consistent with this policy; and
- with your consent.

6 How we handle data

We take great care to keep any data we hold in strictest confidence. We only save contact details of those who have accepted our invitation to join our database via our consent form. They understand that we will invite them to events, and send content originated by us or industry-relevant from time to time.

We do not share our database with any third parties, or indeed anyone outside Insomnia Music UK, and will only share individuals contact details with others in our network if we have their express permission to do so, or if they themselves have requested this.

All contact details are kept on a secure database platform, password protected, and a limited number of Insomnia Music UK people have direct access to this. If at any point you would like a copy of the data we hold about you, get in touch with us and we will provide it in an appropriate, commonly used electronic format such as a PDF. You have the right 'to be

forgotten' and so, if at any point you want us to delete the data we hold about you, we will do this and confirm it in writing, (for details of this, please see our privacy policy in all of Section B.)

7 Links to other websites & services

The Website contains features that allow you to interact with other third party websites and services. If you decide to use these features then please be aware that Insomnia Music UK is not responsible for the privacy practices of such other third party websites and services. You should ensure that you read the privacy policies and other relevant terms and conditions offered by such third parties and that you are happy to proceed. Unless otherwise stated this Privacy Policy applies solely to the Information obtained by us from your use of our Website.

8 Storing your personal information

The Information that we collect from you may be transferred to and stored at a destination outside the European Economic Area ("EEA"). Information may also be processed by staff operating outside the EEA who work for us or for one of our suppliers.

By submitting Information to us, you agree to this transfer, storing or processing. We will take all steps reasonably necessary to ensure that your Information is treated securely and in accordance with this Privacy Policy and the Act. However, the use of the internet, and technology more generally, means that we cannot always guarantee the security of the Information or other data that we process including the Information submitted to us via the Website. You understand that, without prejudice to our legal obligations, any Information you give to us is given at your own risk and we shall not be liable for any loss of or damage to your Information.

9 Our retention of your personal information

We will take all reasonable steps to retain your Information only for as long as reasonably necessary. If you no longer want us to store your Information you may request for it to be removed from our records, please see below for details of how to request removal. Please note that such removal may prevent us from supplying certain services to you.

10 You can access, correct, update or remove your personal information

You have the right to ask us to provide a copy of the Information we hold about you by emailing us at info@insomniamusic.co.uk. Any access request may be subject to a fee of £10 to meet our costs in providing you with details of the Information we hold about you.

You also have the right to have Information removed or for any inaccurate Information about you to be corrected.

If you would like your Information to be removed from our records or if your Information requires amending then we will endeavour to correct, update or remove your Information as swiftly as possible. This can be done by emailing us at info@insomniamusic.co.uk.

Please note that while Insomnia Music UK will endeavour to make the updates as promptly as possible, communications may be sent using the original details until the changes have been processed.