

## Introduction

At The British Blacklist we are committed to respecting your privacy and protecting your personal data. This privacy policy explains how we will process personal data you provide when you visit our website and other channels, and use our services (together, our "Online Services").

The Online Services are operated by The British Blacklist Ltd, a company incorporated and registered in England and Wales with company number 12672873 whose registered office is at 20-22 Wenlock Road London N1 7GU ("TBB", "we" or "us"). We are a "controller" of your personal data.

## How we collect and use your personal data

The table below explains what data we collect, how we use it, and which recipients it might be shared with.

Your data	How we use it	Recipients
<p>Support / enquiry information <i>(Information we receive when you get in touch with us for support)</i></p> <ul style="list-style-type: none"><li>Name</li><li>Contact details (address, phone number, email)</li><li>Other personal data you send to us</li></ul>	<p>We process this information either in accordance with the terms of our contract with you to perform our obligations, or in pursuit of our legitimate interests in responding to your support and other queries, and in order to improve our Online Services.</p>	
<p>Account data <i>(we collect this from you or generate it from your registration)</i></p> <ul style="list-style-type: none"><li>Name</li><li>Email, username, password</li><li>Phone number</li><li>Marketing preferences</li></ul>	<p>We use your account data to provide the Online Services under the terms of our agreement with you.</p> <p>Depending on your marketing preferences, if you have given your consent (or, in some cases, if you have not given your consent, where we process your personal data in pursuit of our legitimate interests in promoting our services and those of the individuals in our network) we may provide you with information by email in connection with our services, for example, by informing you about new talent or opportunities on our database, or letting you know about new features.</p>	<p>We share your marketing preferences, email address and information about our email marketing to you, with Mailchimp.</p>
<p>Talent data <i>(information you submit about yourself to create your profile)</i></p> <ul style="list-style-type: none"><li>Your name, age, gender, location</li><li>Physical characteristics you share such as height, build, photographs, vocal range</li></ul>	<p>We need this information to provide Online Services to you under the terms of our agreement (for example, if you would like us to publish your profile through the Online Services).</p> <p>If you make more sensitive personal data about yourself public, for example by providing information about your racial or ethnic origin, political opinions,</p>	<p>Your public profile is available to other users of the website. If there is information which you would prefer to keep private, please do not publish it through your profile.</p>

<ul style="list-style-type: none"> <li>• Your career history, expertise, qualifications and experience</li> <li>• Details of the opportunities you are looking for</li> </ul>	<p>religious or philosophical beliefs, or your health or sexual orientation, for inclusion in your public profile, we'll process such personal data where necessary for us to do so in order to maintain your profile and otherwise provide the Online Services.</p> <p>We may anonymise and aggregate data about our users, which will no longer identify you, to understand how to help others make the most of our Online Services. For example we may learn that artists with a particular skillset, in a particular age group, is in high demand in a particular location.</p>	
<p><i>Analytics (Collected from your device and interaction with our Online Service)</i></p> <ul style="list-style-type: none"> <li>• How often you use our Online Services</li> <li>• Which pages you go to</li> <li>• Your IP address</li> <li>• Device and browser operating system &amp; version, make and model</li> <li>• The country of your device</li> </ul>	<p>We process this information so that we can analyse and improve our Online Services.</p> <p>This processing is necessary for us to pursue our legitimate interests of: (i) ensuring that our Online Services function properly so that you and other users have the best experience; and (ii) improving the quality of our Online Services, and providing a better experience to our users.</p>	<p>We use Google Analytics to help us understand how our Online Services are used.</p>
<p><i>Payment information (Collected from you if you make a payment to us)</i></p> <ul style="list-style-type: none"> <li>• Name</li> <li>• Address</li> <li>• Billing information</li> </ul>	<p>To process payments and provide the Online Services under the terms of our agreement with you.</p>	<p>This information is provided by users to our payment processor, Stripe.</p> <p>Please refer to their privacy policy for more information:  <a href="https://stripe.com/gb/privacy">https://stripe.com/gb/privacy</a>.</p>

### 3. COOKIES AND SIMILAR TECHNOLOGIES

A cookie is a text file placed onto your device when you access our Online Services. We use cookies and other techniques such as web beacons, local storage, and flash object storage to deliver, improve and monitor our Online Service:

**Authentication** To log you in and keep you logged in.

**Preferences** To remember information about you such as your preferred language.

**Analytics** To understand how you use our Online Services, so we can improve them. To carry out research and statistical analysis to help improve our content, products and services.

Please note that if you choose to disable cookies, or similar technologies, on your device you may be unable to make full use of our Online Service.

We work with third parties who may also set cookies, for example Google Analytics. in

For more information, please refer to our cookie policy at the bottom of this document.

#### **4. DATA SHARING**

We will share your information with third parties only in the ways that are described in this privacy policy.

**Suppliers and other third parties mentioned in this Privacy Policy:** We will disclose personal data to any of the third parties mentioned in this privacy policy, for the purposes set out in this privacy policy. We use [TBC] for our web hosting, Mailchimp for email marketing, and Google analytics services as discussed above, to understand how users make use of our Online Services.

**Group members, personnel, suppliers or subcontractors:** We keep your information confidential, but may disclose it to any member of our group (which means our subsidiaries, our ultimate holding company and its subsidiaries, as defined in section 1159 of the Companies Act 2006), our personnel, suppliers or subcontractors insofar as it is reasonably necessary for the purposes set out in this privacy policy. However, this is on the basis that they do not make independent use of the information, and have agreed to safeguard it.

**Merger or acquisition:** If we are involved in a merger, acquisition, or sale of all or a portion of our assets, you will be notified via, account message and/or a prominent notice on our website of any change in ownership or uses of this information, as well as any choices you may have regarding this information.

**Required by law:** In addition, we may disclose your information to the extent that we are required to do so by law (which may include to government bodies and law enforcement agencies); in connection with any legal proceedings or prospective legal proceedings; and in order to establish, exercise or defend our legal rights (including providing information to others for the purposes of fraud prevention).

**Enforcement:** We may also disclose your personal information to third parties in order to enforce or apply the terms of agreements, to investigate potential breaches, or to protect the rights, property or safety of us, our customers, or others.

#### **5. INTERNATIONAL TRANSFERS**

Where we transfer your information outside of the EEA, we have measures in place to ensure that appropriate safeguards apply to protect your personal data, which may include contracts with those parties which include standard data protection clauses adopted by a data protection regulator and approved by the European Commission. If you would like to find out more about these safeguards, please let us know via [info@thebritishblacklist.com].

#### **6. DATA RETENTION**

We will only retain your personal data for as long as reasonably necessary to fulfil the purposes we collected it for, including for the purposes of satisfying any legal, regulatory, tax, accounting or reporting requirements. We may retain your personal data for a longer period in the event of a complaint or if we reasonably believe there is a prospect of litigation in respect to our relationship with you.

To determine the appropriate retention period for personal data, we consider the amount, nature and sensitivity of the personal data, the potential risk of harm from unauthorised use or disclosure of your personal data, the purposes for which we process your personal data and whether we can achieve those purposes through other means, and the applicable legal, regulatory, tax, accounting or other requirements. For further information, please let us know via [info@thebritishblacklist.com].

## **7. SECURITY**

We will take appropriate technical and organisational measures to ensure a level of security appropriate to the risk that could be encountered via the use of our Online Services taking into account the likelihood and severity those risks might pose to the rights and freedoms of our visitors and customers.

In particular, we will take precautions to protect against the accidental or unlawful destruction, loss or alteration, and unauthorized disclosure of or access to the personal data transmitted, stored or otherwise processed by us.

## **8. YOUR RIGHTS IN RELATION TO PERSONAL DATA**

You have certain rights over the way we process personal data relating to you. We aim to comply without undue delay, and within one month at the latest, in response to any requests submitted by you to us:

- for a copy of personal data we are processing about you and/or to have inaccuracies corrected;
- to restrict, stop processing, or to delete your personal data;
- for a machine-readable copy of your personal data, which you can use with another service provider. Where it is technically feasible, you can ask us to send this information directly to another provider if you prefer; and
- to make a complaint to a data protection regulator. You may contact them at:  
<https://ico.org.uk/concerns/>

To make a request in relation to any of the aforementioned rights, please send your requests to [info@thebritishblacklist.com].

## **9. CHANGES AND CONTACT INFORMATION**

### **Modifications of this Privacy Policy**

We may amend this policy from time to time and will alert you via our website or email you when changes are made.

### **Contact Us**

- By post: 20-22 Wenlock Road London N1 7GU
- By email: info@thebritishblacklist.com, with a subject line containing "Data Protection."

## COOKIE POLICY

Cookies are small text files that are placed on your computer by websites that you visit. They are widely used in order to make websites work, or work more efficiently, as well as to provide information to the owners of the site. The table below explains the cookies we use and why.

Cookie	Duration	Purpose/ Third Party Access
Google Analytics	two years	This cookie is used to collect information about how visitors use our website. We use the information to compile reports and to help us improve our website. The cookies collect information in an anonymous form, including the number of visitors to the website, where visitors have come to the website from and the pages they visited.  Read Google's overview of privacy and safeguarding data <a href="#">here</a>
Authentication	During your session	To log you into our website and keep you logged in, and to ensure that your shopping basket stays full when you move from page to page.
Preferences	One month	To remember information about you such as your preferred language and configuration.

## HOW DO I CHANGE MY COOKIE SETTINGS

Most web browsers allow some control of most cookies through the browser settings. To find out more about cookies, including how to see what cookies have been set, visit [www.aboutcookies.org](http://www.aboutcookies.org).

Find out how to manage cookies on popular browsers:

- [Google Chrome \(here\)](#)
- [Microsoft Edge \(here\)](#)
- [Mozilla Firefox \(here\)](#)
- [Microsoft Internet Explorer \(here\)](#)
- [Opera \(here\)](#)
- [Apple Safari \(here\)](#)

To find information relating to other browsers, visit the browser developer's website.

To opt out of being tracked by Google Analytics across all websites, visit the following URL: <http://tools.google.com/dlpage/gaoptout>.