



Membership Application/Renewal

First Name:		Last Name:	
DOB:(Junior)	BMFA No:		CAA NO:
Address:			
Postcode:			
Home No:		Mobile No:	
Email:			
BMFA Qualifications			
1. New member Joining			£
2. Membership fee			£
3. Adult BMFA Membership			£
4. Junior BMFA Membership			£
5. Junior Membership fee (under 18)			£
Total:			£
All Cheques to be made payable to Haverfordwest Model Club Payment By BACS <p style="text-align: center;"> Barclays Bank REF: HMC Acc No: 30229342 Sort Code: 20-37-82 </p>			

PLEASE HAND, POST OR EMAIL YOUR COMPLETED FORM TO THE CLUB
TREASURER.

pjmuckleston@btinternet.com
 Birch Grove, St. Florence, Tenby, SA70 8LJ

ALL MEMBERS MUST HAVE A CURRENT BMFA MEMBERSHIP/INSURANCE BEFORE FLYING AT THE AIRFIELD

Please see the following page for information about the clubs GDPR & Privacy policies.

GDPR and Privacy Policies Overview

Along with this renewal/application form you should have a copy of the clubs GDPR and Privacy Policies.

By completing this form and becoming a member of the HMC you are agreeing to the club storing your information on a computer, in line with the clubs General Data Protection Regulations (GDPR) policy.

You are also agreeing to HMC sharing your information in line with the clubs Privacy Policy.

Should you wish to **NOT** have your information stored on a computer you must, in writing, inform the Data Protection Compliance Manager (DPCM) within **SEVEN** days.

NOTE: All policies are available to download from the clubs website. If you are unable to download a copy please ask the secretary for an up to date copy.

Privacy Policy

Review: April 2025

At the Haverfordwest Model Club (HMC), hereafter referred to as HMC, we're committed to protecting and respecting your privacy.

We have not appointed a Data Protection Officer to oversee our compliance with data protection laws as we are not required to do so, but our Data Protection Compliance Manager has overall responsibility for data protection compliance in our club. Contact details are set out in the "Contacting us" section at the end of this privacy notice.

This notice explains when and why we collect personal information about people who join the club by whatever means, how we use it, the conditions under which we may disclose it to others and your rights in relation to your personal data.

We may change this notice from time to time so please check the website at <https://hmc.bmfa.club/> or request a copy of the current policy to ensure that you're happy with any changes. By becoming a member of the club, you're agreeing to be bound by this notice.

Any questions regarding this notice and our privacy practices should be sent by email to Andy Mead at

- andymead69@gmail.com

How do we collect information about you?

We obtain information about you when you apply to become a member of the club either online with the British Model Flying Association (BMFA), via telephone, or in person, by completing the membership application form.

What type of information is collected about you?

The personal information we collect might include your name, address, email address, telephone number and mobile number and your British Model Flying Association (BMFA) membership details.

The legal basis for the processing of your personal data is to enable the club to fulfil our contractual obligations and provide membership services.

How is your information used?

We may use your information to process your membership.

- a) To carry out our obligations arising from your membership.
- b) To seek your views or comments on matters relating to the club and model aircraft flying.
- c) To notify you of changes to our services.

- d) To send you communications which you have requested and that may be of interest to you. These may include information about club events and contests and other club related matters, also information from the BMFA that may be of interest.

How long do we retain your information?

We will hold your personal information on our systems for as long as is necessary to carry out our obligations in relation to your membership, or as long as is set out in any relevant agreement between us. Where an individual person's club membership lapses your information will be securely kept for a period of THREE years, after which your information will be deleted.

Who has access to your information?

We will not sell or rent your information to third parties.

We will not share your information with third parties for marketing purposes.

All members of the club (See Constitution Rule 12) must also be members of the BMFA, by joining the club you give consent for your personal data to be shared with the BMFA to enable provision of BMFA membership services. Please see the BMFA privacy policy at <https://www.bmfa.org/Privacy-Policy>

Please be reassured that we will not release your information to third parties beyond the club unless we are required to do so by law, for example, by a court order or for the purposes of prevention of fraud or other crime.

How you can access and update your information?

The accuracy of your information is important to us. You can check the information we hold is correct on the members dashboard area of the BMFA website and update the information if necessary directly through the website, or by email to Andy Mead at andymead69@gmail.com

What are your rights?

the right to access.

You have the right to confirmation as to whether or not we process your personal data and, where we do, access to the personal data, together with certain additional information. That additional information includes details of the purposes of the processing, the categories of personal data concerned and the recipients of the personal data. Providing the rights and freedoms of others are not affected, we will supply to you a copy of your personal data. The first copy will be provided free of charge, but additional copies may be subject to a reasonable fee

the right to rectification.

You have the right to have any inaccurate personal data about you rectified and, taking into account the purposes of the processing, to have any incomplete personal data about you completed.

the right to erasure.

In some circumstances you have the right to the erasure of your personal data without undue delay. Those circumstances include: the personal data being no longer necessary in relation to the purposes for which the data was collected or otherwise processed, you are no longer a club member and wish the data not to be held for our standard **THREE YEARS**. Please note a request for data erasure for a current member would require that member to forfeit membership. The data is required for the club to fulfil its obligations.

the right to restrict processing.

In some circumstances you have the right to restrict the processing of your personal data. Those circumstances are:

- I. you contest the accuracy of the personal data.
- II. processing is unlawful but you oppose erasure.
- III. we no longer need the personal data for the purposes of our processing, but you require personal data for the establishment, exercise or defence of legal claims; and you have objected to processing, pending the verification of that objection.
- IV. Where processing has been restricted on this basis, we may continue to store your personal data. However, we will only otherwise process it: with your consent.
- V. for the establishment, exercise or defence of legal claims.
- VI. for the protection of the rights of another natural or legal person; or for reasons of important public interest.

the right to object to processing.

You have the right to object to our processing of your personal data for direct electronic communications purposes. If you make such an objection, we will cease to process your personal data for this purpose.

the right to data portability.

To the extent that the legal basis for our processing of your personal data is that the processing is necessary for the performance of a contract to which you are party and such processing is carried out by automated means, you have the right to receive your personal data from us in a structured, commonly used and machine-readable format. However, this right does not apply where it would adversely affect the rights and freedoms of others.

the right to complain to a supervisory authority.

If you consider that our processing of your personal information infringes data protection laws, you have a legal right to lodge a complaint with the Information Commissioners Office. <https://ico.org.uk>

the right to withdraw consent.

To the extent that the legal basis for our processing of your personal information is consent, you have the right to withdraw that consent at any time. Withdrawal will not affect the lawfulness of processing before the withdrawal.

You may exercise any of your rights in relation to your personal data by written notice to us OR by using your BMFA members dashboard when logged into their website.

Contacting Us

To contact the DPCM by email, Andy Mead at - andymead69@gmail.com

If you prefer you may contact the clubs Chairman in regard to questions regarding your data or the rules governing our use of your data by email to Andy Mead at andymead69@gmail.com

Alternatively, you may speak in private at the end of any club meeting.

GDPR Policy

Review: April 2025

The club must comply with the General Data Protection Regulations (GDPR) laws and policies. To that end it was decided that the Haverfordwest Model Club (HMC) adopts the policy document from the British Model Flying Association (BMFA).

The club and its Officers and rules will always be governed by current UK law and any additional laws and/or advice policies and procedures advised by Government or the Information Commissioners Office (ICO).

Appoint a “Data Protection Compliance Manager”

- I. This person acts as the clubs contact for any data protection issues. They can be the existing data processor (user of the data).
- II. They do not need to be registered with the ICO
- III. The Committee will ensure DPCM is aware of reporting procedures in the event of a data breach

The Club will ensure that the DPCM conducts an ANNUAL Data Audit that covers the following points;

- I. What data do we collect? Is the data necessary?
- II. How is the data stored? Who has access to the data?
- III. Who do we share the data with?
- IV. What security measures are in place to protect data?

The DPCM will ensure any stored data is secured with limited access

- I. Ensure PC's storing data are password protected, patched with the latest software and have up to date anti-virus protection.
- II. Restrict access to the minimum number of processors (Treasurer and Secretary).
- III. Whenever possible use the new BMFA Membership portal to store the membership details. Ensure hard copies of data are stored securely

The Club will introduce a Club Privacy Policy.

- I. Ensure Privacy notice is on our website.
- II. Communicate Privacy Notice to all members and new members when joining.
- III. If using electronic communications to members gather consent from all existing members and new members when they join. This requires a *positive action* from the individual.

Note that consent is not required for what can be considered as “club management” communications. (AGM notices for example).