

Non-disclosure agreement

1. Obligation

HF Holidays takes the privacy of all its customers very seriously. This policy sets out how HF Holidays will treat the personal information of all its customers and data contacts entrusted to the Society.

HF Holidays is committed to protecting all its customers' privacy. HF Holidays does not sell, trade, rent, exchange or distribute in anyway any of its customers personal details. HF Holidays has an opt-in e-newsletter. HF Holidays does not send unsolicited e-mails.

As required by the UK Data Protection Acts of 1984 and 1998, HF Holidays follows strict security procedures in the storage and disclosure of information, which its customers have given, to prevent unauthorised access.

2. Purpose

HF Holidays remains committed to its activity club members and seeks a good strong relationship with each club. HF Holidays requests that each Activity Club member provide the Society with a full list of its individual member's names and addresses. This is to enable HF Holidays to communicate with individual members about its available products and services.

3. Rules of membership

Activity Club Membership

Rule 4 On occasion your club/group may be requested (but not more than once a year) to provide the names and addresses of all its members to HF Holidays for promotional purposes. Only one promotional mailing will be sent to club members within the year.

Society Rules

Rule 8.2.5 (pg5) The Club shall provide to the Society on request (but not more often than once a year) the names and addresses of all its members.

4. Data handling

The request will only be made once per calendar year.

Individual members will receive only one promotional mailing from HF Holidays in October that may consist of a brochure and promotional letter/special offer.

HF Holidays will remove any club members from the data provided, who already receive mailings from and/or exist on HF Holidays' database.

HF Holidays will remove/destroy the data used in the mailing once the activity has been completed.

HF Holidays will not sell, trade, rent, exchange or distribute in anyway any part or whole of the data that an Activity Club provides.

Signed on behalf of HF Holidays Ltd



Aimee Hart
Communication Manager