

## PRIVACY POLICY

On-Track Aviation Limited has always respected your privacy and will continue to do so in the online world. This policy explains:

### 1. How do we collect data about you?

You are in control of what information we collect about you. However, if you choose not to share your information some areas of the website may not be accessible or useable.

We may ask you for information about yourself when you book online for seminars.

We do not collect information about your use of the website from cookies.

### 2. How do we use your data?

We will use the information you enter on the site for administration purposes and any other purposes made clear in the data entry forms themselves, in any relevant terms or conditions and on any pages or emails which link to such forms.

If you use our online seminar booking process we may use your personal data for the purposes explained below under the heading "How we use your booking data". It will not be used for direct marketing unless you sign up to hear about On-Track Aviation Limited courses and seminars.

### 3. How we use your booking data

We will record the personal details you submit to us in the process of making a seminar booking. Your data will be used principally to meet your requirements. Your data may be used and retained for the following purposes: safety, security, administrative and legal purposes, statistical and marketing analysis, customer relations and to help us in any future dealings with you, for example by identifying your requirements and preferences. For these purposes we may disclose your data to the following agencies who may retain that data in accordance with applicable laws: government and enforcement agencies.

We will not use your data to contact you for direct marketing purposes without your consent.

### 4. Direct marketing and how can you change your marketing preference?

We offer you the opportunity to receive information about courses, seminars and other news from On-Track Aviation Limited.

If you consented to receive marketing communications when you made a seminar booking you can tell us that you do not wish to receive any more by

writing, with your full name, address and other contact details (to enable us to find your records), to:

On-Track Aviation Limited  
Wellesbourne Mountford Aerodrome  
Loxley Lane  
Wellesbourne  
Warwickshire  
CV35 9EU

If you tell us that you do not wish to receive further direct marketing, you will still receive communications confirming any seminar bookings you make with us.

5. How do we keep your data secure?

We take the security of your data very seriously. Please link to our security policy to see what steps we take to keep the information you give to us secure.

6. Can we make changes to this policy?

There may be developments in how we use your data - all such developments will be notified to you by updating this policy.