

Information about Data Protection and Processing of your Personal Data

The National Gallery of Ireland (the **Gallery**)'s mission is to care for, interpret, develop and showcase art in a way that makes us an exciting place to visit. The Gallery aims to provide an outstanding experience that inspires an interest in and an appreciation of art for all and is dedicated to bringing people and their art together. Friends of the National Gallery of Ireland (**Friends**) is a self-funding cultural organisation with charitable status committed to promoting the Gallery and its collection. Our purpose is to support the work of the Gallery and expand awareness and appreciation of the visual arts. Through a range of educational, social events the Friends encourage interest in the Gallery, art and architecture both in Ireland and abroad.

Friends takes the privacy and protection of your personal data very seriously. Here is some information about the way we process your personal data.

Your data will be processed by:
Friends of the National Gallery of Ireland
No.5 South Leinster Street
Dublin 2

Your personal data will be processed by us for the following purposes:

- Telling you about Events for Friends
- Membership renewal letters
- Telling you about Gallery events & information
- Telling you about exclusive offers for Friends
- Processing payments
- Conducting surveys and gathering feedback
- Posting publications, as part of the benefits of being a Friend.

Your contact details will be processed internally by us, and externally on our behalf, by third party service providers including Mailchimp, Ticketsolve, eTapestry, Sage, GoCardless, SurveyMonkey and mailing houses strictly for the aforementioned purposes. You can learn more about what personal information is shared with these providers and why, as well as their location and the legal basis for doing so, in the Gallery's main Privacy Notice (see: <https://www.nationalgallery.ie/what-we-do/governance/privacy-and-data-protection/privacy-notice>)

We do not share your details with any other third parties. However, we occasionally include offers from other organisations in our ezine (email newsletter) that might be of interest to our members. Your payment details, if provided, are shared with our bank for the purpose of administering payments. IBAN and BIC numbers provided for the purpose of administering a direct debit are held by GoCardless, our direct debit payment provider, and Sage, our finance system. The provision of your data is required for establishing and maintaining contact as a Friend and is voluntary on your part. The legal basis for the processing of your data results from the membership contract between you and Friends, of which these terms form a part.

Your information will only be stored by us for as long as it is necessary to provide the service to you. Subsequently, this data will be deleted if we do not have your consent to continue to process it and there is no other legal reason for retaining the data. You have the right to access the personal data we hold relating to you at any time. Also, on request, we will correct your data according to your preference should errors be identified. At your request, we will also delete all of your personal data, provided that we do not have to keep it to comply with statutory retention requirements. In any such case, we will restrict your data for further processing so that it can no longer be used. You also have a right to object to the further processing of your data and the right to receive your data in electronic form. If you wish to exercise any of these rights, please contact our Data Protection Officer using the details given above.

You have the right to ask us to stop contacting you at any time and can do so by contacting friends@ngi.ie. Your data will not be used by us for automated decision-making or profiling. If you believe that your data is not being processed by us in accordance with applicable data protection laws, you have the right of appeal to the Data Protection Commissioner.

You can reach our data protection officer by writing to The Data Protection Officer, The National Gallery of Ireland, Merrion Square West, Dublin 2, D02 K303 or by email at dataprotection@ngi.ie. Further information about data protection can also be found on the Gallery's website at <https://www.nationalgallery.ie/what-we-do/governance/privacy-and-data-protection>.