



## ***Privacy Policy***

*This privacy policy applies to the collection, use and disclosure of Personal Information by Alkame Dragon Boat Services (herein referred to as "Alkame", "we", "us").*

### ***Collection:***

The collection of personal data by **Alkame** may include, but is not limited to the following:

- a) Full name
- b) Address
- c) Phone Number
- d) Birthdate
- e) Gender
- f) Email address
- g) Emergency Contact Information
- h) Parent/Guardian Information (when registering minors)
- i) Medical/Allergy Information

We will always collect your personal information by fair and lawful means. We may obtain this information through our online registration system, through paper waivers, via email, or when you voluntarily provide it for a contest, draw or another program.

### ***Use:***

The use of personal information by **Alkame** may include, but is not limited to the following:

- a) Program, Course or Class Registration
- b) Event or Festival Registration
- c) Health and/or Safety purposes, such as participant manifests while on the water
- d) Sending you information and communications
- e) Processing transactions that involvement online payment

### ***Disclosure:***

We may use, or disclose your personal information, if we have reason to believe that using or disclosing such information is necessary to protect our rights, safety or property. We will not, knowingly, distribute or disclose your personal information to outside resources, vendors, companies or affiliates, unless we are required to do so by law. Personal information will be collected, retained and stored by **Alkame**, for as long as deemed necessary to fulfill the purposes in which it was collected.

### ***Videography & Photography:***

From time to time, **Alkame** may use videography or photography in our programs, courses or classes. The use of videography and photography collected by **Alkame** may include, but is not limited to the following:

- a) For participant review; technique, coaching, and practice purposes
- b) For advertising purposes on our website and social media pages
- c) For the creation or promotion of our programs, courses and classes

Any questions regarding our Privacy Policy should be directed to [katy.dunlop@alkame.ca](mailto:katy.dunlop@alkame.ca)

***Alkame Dragon Boat Services reserves the right to alter, update, or change these policies at their discretion. Alkame Dragon Boat Services, 2018.***