



PRIVACY NOTICE

BUSINESS CONTACTS

W Series

Privacy Notice – Business Contacts

1. WHO WE ARE

- 1.1. We are W Series Limited. We are a female motor racing championship registered in England and Wales, with company number 10692502. For the purposes of applicable data protection law, we are a data controller because we collect, process and store personal data about individuals.
- 1.2. W Series is committed to complying with data protection laws, ensuring the confidentiality, integrity and availability of your personal data, while respecting your privacy. The commitments described here uphold W Series' values and principles of action, and comply with applicable UK and European legislation.

Contact us:

Contact:	Data Protection Team
Email:	privacy@wseries.com
Telephone:	+44 20 3978 2810
Address:	46-48 Grosvenor Gardens, SW1W 0EB, London, United Kingdom

2. WHAT THIS PRIVACY NOTICE TELLS YOU

- 2.1. This Privacy Notice applies to individuals that represents W Series' business partners, for example sponsors, service suppliers, race promoters and VIP guests.
- 2.2. This Privacy Notice explains how W Series handles your personal data while you interact with W Series on behalf of your organisation or business, and tells you the types of personal data we may collect, how it will be processed, the third parties with whom it may be shared and how long we will keep it. It also explains your rights with respect to that personal data. If you have any questions or concerns about the contents of this Privacy Notice, please contact us as set out above.
- 2.3. W Series reserves the right to amend this Privacy Notice from time to time in accordance with new or improved data processing activities. Changes to this Notice shall be underlined. It is your responsibility to ensure you are familiar with the terms of this Notice.

3. HOW WE COLLECT YOUR PERSONAL INFORMATION

- 3.1. We collect your personal information while you and your business has a relationship with W Series. This includes by way of example:
 - a. When you provide your personal information to us to supply or receive professional services;
 - b. When you attend W Series events and races; and
 - c. When you communicate with us.

- 3.2. We also collect your personal information from other sources including information that:
- a. is in the public domain;
 - b. has been provided to us by your employer or other members of your organisation; and
 - c. we have obtained as part of due diligence checks.

4. WHAT PERSONAL INFORMATION DO WE COLLECT

In order to deliver the W Series Championship and carry out our business functions we collect necessary personal data about our business contacts.

4.1. Delivery of professional services

We process information about you that enables us to deliver the W Series Championship and perform our contractual obligations under any agreement we have with you or your organisation for professional services. This includes:

- a. Personal information: full name, gender, and if necessary, nationality.
- b. Professional information: job title, organisation, employment status.
- c. Contact information: phone number, email address.

4.2. Attendance at W Series events and races

We process information about you to facilitate your attendance at W Series events and races (e.g. accreditation), whether at W Series' invitation or as a service supplier.

- a. Personal information: full name, date of birth, gender, nationality.
- b. Professional information: job title and organisation.
- c. Travel information: passport details, transport and accommodation details, other details that assists us book your accommodation and support your attendance at events (if necessary).

4.3. Investigations and disciplinary processes

We process your information to protect the integrity of the sport and to comply with our legal and regulatory obligations, including with respect to safeguarding, anti-corruption and compliance with applicable laws.

- a. Personal information: full name, date of birth, gender, nationality and the details of your legal representative.
- b. Contact details: telephone number, email address, and service address, if we need to contact you about any disciplinary investigation.
- c. Professional information: job title, organisation, employment status and any disputes or disciplinary matters within.
- d. Other information: information provided to or obtained by us that goes to your compliance with the sport's regulatory framework and applicable laws, including your conduct while working in a professional capacity with W Series.

4.4. Legal obligations and emergencies

We may be forced to process your personal data (without informing you first) in emergency situations and to comply with applicable laws. This may be where there is a serious threat to your safety or the safety of others or where W Series is required to investigate a possible breach of law. In such circumstances, we will only process personal data that is necessary to meet that legal

and/or regulatory obligation and we will only share your personal data with necessary third parties.

5. MARKETING

- 5.1. W Series may use your personal data to market our services to you, as a guest at a W Series event, or an employee of an existing partner. This includes providing you with promotional materials or offers for products and services from W Series or information about W Series events and campaigns.
- 5.2. Separately, we may seek your express consent to send you communications on behalf of our business partners and/or for those business partners to communicate with you directly.
- 5.3. If you do not wish to receive marketing communications from W Series or from our business partners, you may opt-out of such communications at any time by clicking the “unsubscribe” link in any marketing communication or by contacting W Series at privacy@wseries.com.

6. WHERE WE STORE YOUR PERSONAL INFORMATION

- 6.1. Generally, your personal data is stored on our cloud services, Sharepoint and One Drive, which are hosted by Microsoft 365. We may also store limited personal data in hardcopy form at our head office in London.
- 6.2. W Series implements reasonable technical and organisational measures to maintain the security of your personal data, to protect against alteration and loss and to safeguard confidentiality, integrity and availability. This includes by implementing multi-factor authentication processes and internal permission levels for access to the cloud services. If you would like any more information about these measures, please contact us.

7. WHO WE SHARE YOUR PERSONAL INFORMATION WITH

- 7.1. We share your personal data with staff, contractors, suppliers and partners as necessary in order for us to deliver the W Series Championship and carry out our business functions. This includes sharing your information with our travel booking supplier (e.g. Travel Places) and if we arrange accommodation for you at W Series events, those accommodation providers.
- 7.2. We may need to share your personal data with other motor racing authorities including Motorsport UK, the ASN hosting the event where you are providing or receiving professional services, other motor racing championships, Formula One World Championships and the FIA.
- 7.3. Where we share your personal data with third parties outside the UK and the European Economic Area, we will make sure appropriate safeguards are in place to ensure compliance with applicable data protection laws. That may be by relying on standard contractual clauses or an applicable adequacy decision.

8. DATA RETENTION AND ARCHIVING

- 8.1. We will keep your personal data for as long as we need to for the purposes it was collected, as outlined above. This will generally be for the duration of any services contract you have with us

or for as long as you communicate with us and an appropriate transition period after that. If applicable, we may need to keep your personal data for a longer period to comply with any legal obligations (safeguarding, data subject access requests, disciplinary records) or to protect the rights of W Series.

- 8.2. When determining how long we should retain your personal data we will also consider applicable statutes of limitation, our legitimate business interests, potential disputes/investigations and guidelines issued by relevant data protection authorities.

9. YOUR RIGHTS

- 9.1. You have a number of rights in respect of your personal data. These include:

- a. The right to be informed;
- b. The right of access;
- c. The right of rectification;
- d. The right to erasure;
- e. The right to restrict processing;
- f. The right to data portability; and
- g. The right to object.

- 9.2. Further information and advice about your rights can be obtained from the data protection regulator in your country.

- 9.3. You can exercise these rights, subject to certain conditions and exceptions, by contacting us in writing via our contact details at section 1 above. We will endeavour to respond within one month from receipt of your request but, if the request is going to take longer to deal with, we will let you know.

- 9.4. Where your request is excessive or baseless, we may be within our rights to reject your request or charge a reasonable fee to cover our costs in providing the information. W Series may refuse, restrict or defer the provision of information when it has the right to do so under current data protection legislation.