

# The Douglas Hyde Gallery of Contemporary Art

## Privacy Policy

The Douglas Hyde Gallery of Contemporary Art operates in accordance with current EU data protection legislation.

The Douglas Hyde is a registered charitable company limited by guarantee.

Registered charity No CHY6700  
Company Registration Number 101994

The Douglas Hyde is the data controller of your personal information. If you have questions regarding your data or its use, please contact us:

The Douglas Hyde Gallery of Contemporary Art  
Trinity College  
Dublin 2  
Ireland  
+353 1 896 1116  
[thedouglashyde@tcd.ie](mailto:thedouglashyde@tcd.ie)

By disclosing your personal information to us, by using our website, through email, by telephone or written correspondence, you consent to the collection, storage and processing of your personal information by The Douglas Hyde. Please read the policy carefully as by providing your personal data to The Douglas Hyde you will be deemed to have consented to the processing of such data.

## HOW AND WHEN WE COLLECT YOUR DATA

Generally, we collect your information when you decide to interact with us. The Douglas Hyde may collect certain specific personal information from when you join our mailing list through [Mailchimp](#), join as a supporter, book tickets or register to attend events, buy something from us, provide feedback, by visiting our website, or by interacting with us by email, telephone or through written correspondence. Through our website we collect information about how our visitors use and navigate our website.

## WHAT INFORMATION DO WE COLLECT?

The sort of personal information we collect about you may include your name, mailing address, e-mail address and preferences. In some cases we store financial information of some of our supporters in order to process payments.

## HOW DO WE USE YOUR DATA?

**The Douglas Hyde**

Registered Charity No. CHY6700

[thedouglashyde.ie](http://thedouglashyde.ie)

An Dubhghlas  
de hÍde

Gallery of  
Contemporary Art

Gailearaí na hEalaíne  
Comhaimseartha

Trinity College  
Dublin 2

Coláiste na Tríonóide  
Baile Átha Cliath



We only collect the information necessary to carry out our business, provide a service or carry out a contract with you (e.g. to fulfil ticket, merchandise, donation and membership requests, process payments) or to keep you informed of our activities. We use it to contact you with important information relating to your booking or purchase, such as confirming your order, reminding you of an upcoming event you've booked for or letting you know about changes or issues that may affect your visit. Where we have your consent we will send you updates via email about exhibitions, events and opportunities.

We may also use your personal information to communicate with you, for record keeping purposes, and in aggregate (and therefore anonymously) for market research purposes, to track activity on our website, to publish trends or to improve usefulness and content. Information collected may be used to report to funders such as Arts Council of Ireland and to analyse usage of the website so that we can work to improve user experience.

## WHO WE MIGHT SHARE YOUR INFORMATION WITH?

We will not disclose personal data to any third parties or external organisations, other than data processors carrying out work on our behalf. An example of such a data processor is our bulk email distributor, MailChimp, or other service providers who work on behalf of The Douglas Hyde Gallery such as website hosting or payment processing (PayPal and Stripe). We will not sell, distribute or disclose your information to third parties.

## DATA SECURITY AND STORAGE

We take reasonable steps to protect all of your personal information we hold from misuse and loss and from unauthorised access, modification or disclosure. This protection applies in relation to information stored in both electronic and hard copy form. Despite all our precautions, no data transmission over the internet is 100% secure. So, we cannot guarantee the security of any information which you disclose to us and so wish to draw your attention to the fact that you do so at your own risk.

## LINKS

The Douglas Hyde Gallery website may contain links to other websites which are outside our control and are not covered by this privacy notice. If you access other sites using the links provided, the operators of these sites may collect information from you which will be used by them in accordance with their privacy policy, which may differ from ours. The Douglas Hyde is not responsible for the privacy notices and practices of other websites even if accessed using links from our site and recommends that you check the privacy policy of each website you visit and contact its owner if you have any concerns or questions.

## YOUR DATA

All reasonable steps are taken to ensure your data is accurate, complete and up-to-date. You can ask to amend the personal information that we hold on you, or request that we stop contacting you. You can also request full details of personal information we hold about you by contacting us. Please send a description of the information you would like to see, together with proof of your identity to [thedouglashyde@tcd.ie](mailto:thedouglashyde@tcd.ie)

This notice was last updated on 6 October 2021. It may be updated in the future to take into account changes at The Douglas Hyde or to keep in line with legislative changes. Please check back from time-to-time.