

# Hertford Astronomy Group

## Confidentiality & Non- Disclosure Agreement

1. This agreement is effective of this-and is made by and between **Hertford Astronomy Group** with office address of **40 Reddings, Welwyn Garden City, Hertfordshire. AL8 7LA.** and the **Customer** i.e. **Individual / firm / organization / company** ("Disclosing Party") who has purchased **Membership / Guest Membership**.
  2. It is contemplated that disclosing party may be required to disclose certain confidential information to **Committee Members** as a result of normal communication activities
  3. **Hertford Astronomy Group** agrees that all information shall be reviewed only for the purpose of club correspondence/ for the disclosing party.
  4. **Hertford Astronomy Group** agrees to maintain the information in confidence during operations, and archival periods, and not to disclose any portion of the information to any third party without prior written consent of the disclosing party.
  5. Information shall not be afforded the protection of this agreement if such information: i) Becomes publicly available through no reasonable fault of the **Hertford Astronomy Group**. ii) Is disclosed to **Hertford Astronomy Group** by a third party, who has a right to disclose such information, without restrictions on disclosure or use. iii) Was known to **Hertford Astronomy Group** prior to the date it received such information from the disclosing party and is not subject to other restrictions on disclosure or use.
  6. All information disclosed under this agreement shall remain the property of the disclosing party.
  7. **Hertford Astronomy Group** hereby agrees to reasonably destroy all archives of the disclosing party's information, after the disclosing party has clearly notified that such information should be destroyed by e-mailing: [gdpoptout@virginmedia.com](mailto:gdpoptout@virginmedia.com)
- A detailed report of all the data **Hertford Astronomy Group** hold for the Disclosing Party can be obtained by e-mailing: [gdprresponse@virginmedia.com](mailto:gdprresponse@virginmedia.com) with "Detailed Record Request" in the subject field
8. This agreement is binding Hertford Astronomy Group and its assigns and successors.

Signed by the parties on the dates shown below.

Hertford Astronomy Group

Signature:

Print Name: Alan Willison

Position: Club Chairman

Date: