

Effective Date: 21 May 2025

Company Name: MCAM Ltd (Trading as MCAM Aviation)

Company Registration: 04344290

Website: www.mcamaviation.com

#### 1. INTRODUCTION

MCAM Ltd is committed to protecting your personal data in accordance with the UK General Data Protection Regulation (UK GDPR) and the Data Protection Act 2018.

# 2. DATA WE COLLECT

We may collect and process:

- · Name, email address, phone number
- Passport or ID information (for travel bookings)
- · Payment details
- Client preferences and history

# 3. HOW WE USE YOUR DATA

We use your data to:

- Arrange air charter services
- · Communicate with you
- · Comply with regulatory obligations
- Improve our website and services

# 4. LEGAL BASIS

We process your data based on:

- Contractual necessity
- Legal obligations
- Legitimate interests
- Consent (where required)

# 5. SHARING OF DATA

We share your data only with:

- · Air operators
- Ground service providers
- Government or border agencies (as required)
- · Payment and IT providers

# 6. DATA SECURITY

We implement appropriate security measures to protect data, including encryption and access control.

# 7. DATA RETENTION

We retain your data for as long as necessary to fulfil legal and operational requirements, typically 7 years.

# 8. YOUR RIGHTS

You have the right to:

- · Access your data
- Request correction or deletion
- · Object to or restrict processing
- Lodge complaints with the ICO

# 9. COOKIES

Our website uses cookies for analytics and functionality. You may disable cookies via your browser.

# 10. CONTACT

To exercise your rights or ask questions:

Email: privacy@mcamaviation.com

Address: 207 Sloane Street, London, SW1X 9QX