

## Tees Maritime Membership Terms & Conditions

### Membership Duration and Renewal

- Membership is valid for a period of **12 months** from the date of acceptance.
- Membership will automatically renew on the anniversary date each year unless written notice of cancellation is received.
- Members may cancel at any time by providing a **minimum of 30 days' written notice** before the renewal date to [joanne@teesmaritime.com](mailto:joanne@teesmaritime.com)

### Membership Fees

- Fees are based on the category of membership selected and are payable annually in advance.
- Failure to pay within 30 days of invoicing may result in suspension or termination of membership benefits.

### Member Benefits

- Members will receive access to events, updates, marketing opportunities, and industry connections as outlined in the Tees Maritime member benefits overview.
- Benefits vary by membership level and are subject to change at Tees Maritime's discretion.

### Use of Member Information

By joining, members consent to the inclusion of their organisation's name, logo, and business description in public Tees Maritime directories and promotional materials, unless otherwise requested in writing.

### Code of Conduct

- Members are expected to uphold professional and ethical standards and to support the aims and values of Tees Maritime.
- Tees Maritime reserves the right to terminate membership for behaviour that is damaging to the reputation or integrity of the cluster or its members.

### Termination

- Tees Maritime may terminate membership if a member breaches these terms, fails to pay dues, or acts contrary to the mission of the organisation.
- Members may terminate their membership at any time with 30 days' written notice, as above.

### Data Protection

- Tees Maritime processes personal data in accordance with UK GDPR regulations.
- By confirming your membership, you acknowledge that you have read and accept our **Privacy Policy**.

## Tees Maritime Privacy Policy

### Introduction

Tees Maritime is committed to protecting the personal data of our members. This policy outlines how we collect, use, store, and protect personal information related to membership with Tees Maritime, in line with the UK General Data Protection Regulation (UK GDPR).

### Who We Are

Tees Maritime is a maritime cluster based in the Tees Valley, supporting collaboration, innovation, and growth across the maritime and related sectors.

### Our contact details are:

- Address: **Dinsdale House, Riverside Park Road, Middlesbrough TS2 1UT**
- Email: **info@teesmaritime.com**
- Website: **www.teesmaritime.com**

### What Information We Collect

As part of the membership process, we may collect the following personal and organisational information:

- Name, job title, and contact details
- Organisation name, address and website
- Communication preferences
- Invoices and payment information
- Any additional information voluntarily shared with us in the context of membership (e.g. event attendance, project collaboration, or surveys)

### How We Use Your Data

We use your data to:

- Administer your membership
- Send essential communications (renewals, invoices, service updates)
- Share news, events, and opportunities relevant to members (with your consent)
- Facilitate networking, collaboration, and promotion within the cluster
- Evaluate member engagement and improve services
- Comply with legal and financial obligations

### Legal Basis for Processing

We process your data based on:

- Contractual necessity (to provide membership services)
- Legitimate interest (to maintain communication and engagement within the cluster)
- Consent (for optional communications like newsletters or promotional opportunities)
- Legal obligation (e.g. financial recordkeeping)

### Sharing of Data

We will never sell your data. We may share it with:

- Our staff and trusted service providers (e.g. event platforms, CRM tools)
- Partner organisations for collaborative projects or events — only with your consent
- Regulatory or legal authorities, where required by law

### Data Storage and Retention

Your data is securely stored on password-protected systems. We will retain member data:

- For the duration of your active membership
- For up to 12 months after membership ends, unless required longer for legal or audit purposes

### Your Rights

You have the right to:

- Access the data we hold about you
- Correct or update inaccurate information
- Withdraw consent for optional communications
- Request deletion of your data (subject to legal limitations)
- Lodge a complaint with the ICO (Information Commissioner's Office)

To exercise these rights, please contact us in writing.

### Updates to This Policy

We may update this policy from time to time. The latest version will always be available upon request or on our website.