

Privacy Policy

Last Updated: Jan 30, 2026

Forbidden Plateau Obedience and Tracking Club (FPOTC) (“we,” “us,” or “our”) is a non-profit organization based in British Columbia, Canada. We are committed to protecting the privacy and confidentiality of our members’ personal information. This Privacy Policy explains how we collect, use, disclose, store and safeguard personal information in accordance with the **Personal Information Protection Act (PIPA)** and applicable provincial laws.

1. Personal Information We Collect

We collect only the personal information necessary to support our non-profit activities and membership services. This may include:

- Name
- Email address
- Phone number
- Mailing address
- Membership details (status, history, participation)
- Payment information for membership fees, event entry fees, class registration fees e.g. e-Transfer deposit reference number (processed securely by third-party providers)
- Communications you send to us

We do not knowingly collect information from minors without appropriate consent.

2. How We Use Personal Information

We use personal information for the following purposes:

- Managing memberships and member communications
- Providing programs, services, and updates related to our mission

- Processing membership fees and member fees, event entry fees, class registration fees
- Creating event catalogues, event schedules from entrant filled event entry forms and class registration forms
- Responding to inquiries and requests
- Maintaining accurate records and internal reporting
- Complying with legal and regulatory obligations

Personal information is used only for purposes that a reasonable person would consider appropriate in the circumstances.

3. Consent

By becoming a member or providing personal information to us, you consent to the collection, use, and disclosure of your information as described in this Privacy Policy. In some cases, your consent may be “implied” i.e. your permission is assumed based on your action or inaction at the point of collection, use or sharing of your personal information. You may withdraw your consent at any time, subject to legal or contractual restrictions, by contacting us (see Contact Information below).

4. Disclosure of Personal Information

We do **not sell** or trade personal information. We may disclose personal information only in the following circumstances:

- To service providers who assist us in operating our organization (e.g., dogshow.ca, Canadian Kennel Club, payment processors, email services), under confidentiality agreements
- When required by law or legal process
- With your explicit consent

All third parties are required to protect personal information in a manner consistent with this policy.

5. Storage and Access of Personal Information Outside Canada

Personal information collected by us may be stored and processed in the United States or other jurisdictions outside of Canada. As a result, personal information may be subject to access by courts, law enforcement, or government authorities in those jurisdictions in accordance with their laws.

6. Safeguards

We use reasonable administrative, technical, and physical safeguards to protect personal information against loss, theft, unauthorized access, disclosure, copying, or modification. Access to personal information is limited to authorized individuals who require it for organizational purposes.

7. Access and Correction

Members have the right to request access to their personal information and to request corrections if it is inaccurate or incomplete. Requests must be made in writing and will be addressed within a reasonable timeframe, subject to applicable legal limitations.

8. Retention of Information

We retain personal information only as long as necessary to fulfill the purposes for which it was collected or as required by law. When no longer required, information is securely destroyed or anonymized.

9. Website and Electronic Communications

If applicable, our website may use cookies or similar technologies to improve functionality and user experience. You may disable cookies through your browser settings, though some features may be affected.

Electronic communications may not be fully secure; however, we take reasonable steps to protect information transmitted electronically.

10. Changes to This Privacy Policy

We may update this Privacy Policy from time to time. Any changes will be posted on our website or otherwise made available to members, along with the revised effective date.

11. Contact Information

If you have questions about this Privacy Policy or our privacy practices, or wish to access or correct your personal information, please contact:

Privacy Officer, Forbidden Plateau Obedience and Tracking Club

Email: pofpotc@gmail.com