

Your Data – SPT and ZoneCard Online

- SPT are administrators of the ZoneCard ticketing arrangement, and SPT undertakes this role on behalf of the public transport operators who accept ZoneCard tickets.
- If you have already registered for ZoneCard, you can renew for a one or four week period or purchase a Daytripper ticket via our secure ZoneCard Online site, which is hosted on SPT's behalf by Squarespace Ireland Limited ("**Squarespace**") at www.zonecard.online. Squarespace provide SPT with website building software services.
- You are not obliged to renew or purchase ZoneCard or Daytripper tickets via our ZoneCard Online site. You can, as an alternative, renew and/or purchase a ZoneCard ticket or purchase a Daytripper ticket at the relevant local retail outlet listed on SPT's website at www.spt.co.uk/travelcards/zonecard (for ZoneCard) or <http://www.spt.co.uk/travelcards/day-tickets/> (for Daytripper).
- If you wish to renew your ZoneCard and/or purchase a Daytripper ticket via our ZoneCard Online site you will be required to submit some personal information.
- SPT uses the following personal information about you that you provide when using our ZoneCard online site to renew your ZoneCard and/or purchase a Daytripper ticket online:
 - Your full name;
 - Full postal addresses for Billing and Delivery;
 - ZoneCard ID;
 - Email address;
 - Phone number;
 - Payment details; and
 - ZoneCard Online site usage data.
- SPT collects and uses the above personal information only to enable us to:
 - Process payment for renewal of your ZoneCard and/or purchase of a Daytripper ticket online via our secure site;
 - Post your ZoneCard renewal and/or Daytripper ticket to your delivery address;
 - Contact you by phone or email if there is a problem with your order; and
 - Analyse usage of the ZoneCard Online site and improve the ZoneCard Online service.

- SPT's partners, Squarespace and Stripe (Squarespace's payment processor) may, in some instances, be provided with personal information which is necessary for the purpose of fulfilling your ZoneCard Online order.
- In the course of providing services to SPT, Squarespace will process your personal information in its capacity as data processor on behalf of and in accordance with SPT's instructions for the purpose of providing its services. In some cases, Squarespace will also process personal information relating to your interactions with SPT's secure site in its capacity as an independent data controller in order to evaluate, provide, protect or improve Squarespace's services. This means that their privacy policy (found at www.squarespace.com/privacy) applies to you. In addition, your personal information may be transferred to and stored outside of the European Economic Area ("EEA"), including the US. If your personal information is transferred outside of the EEA, this will be done by Squarespace using the EU-US Privacy Shield Framework or another lawful transfer mechanism that is recognised under EU Data protection Law as providing an adequate level of protection for such data transfers. For more information, please see Squarespace's Privacy Policy (found at <https://www.squarespace.com/privacy>) and Terms of Services (found at <https://www.squarespace.com/terms-of-service>).
- Stripe may, in some instances, collect your personal information relating to your payment card, such as the last four digits, the country of issuance and the expiration date, directly from you and share this with SPT and Squarespace. Stripe's use of this information will be governed in accordance with [Stripe's privacy policy](#).
- If you contact SPT regarding your use of our ZoneCard Online site, we may also keep a record of that correspondence as long as is reasonable and necessary to allow SPT to address your correspondence and evidence that it is appropriately responding to enquiries/complaints in the delivery of services and performance of our functions as administrators of the ZoneCard ticketing arrangement, the operator of the Glasgow Subway and the regional transport partnership for the West of Scotland Area.
- As and when any changes are made to the information SPT receives from you in connection with your use of SPT's secure site for online renewal of ZoneCards and/or the purchase of a Daytripper ticket and/or how we use that information, this privacy notice will be updated.

- If you do not wish your personal information to be used as described above then you should not renew your ZoneCard and/or purchase a Daytripper ticket online via our ZoneCard Online site at www.zonecard.online.

Your rights and how to exercise those rights.

We have a special part of our website dedicated to the new rights that data subjects have under the GDPR. You can find that [here](#).