**GymMaster Privacy Policy**

Here at GymMaster, we take your privacy seriously. This privacy policy is here to ensure that we are giving you a clear understanding of how we treat personal information collected by facilities and their members. By using our website, app and services, you consent to the terms of this policy and agree to be bound by it.

**GymMaster collects personal information.**

GymMaster is a membership management system that provides gym and and health club facilities a simple and effective way of managing their business, amenities, and members.

This service involves storing data about a company or individual. This data can include personal information. “Personal Information” is information about an identifiable individual, and may include information such as an individual's, name, address, telephone number, email address, location, and login information.

**GymMaster collects, holds and uses personal information for limited purposes.**

GymMaster collects personal information so that we can provide you with services. In doing so, GymMaster may use the personal information we have collected for purposes related to the services including to:

* Provide members with a personalised facility booking & account management service as an extension of the facility’s service,
* Identify and authenticate member login,
* To provide the facility the ability to contact members,
* To automatically check members into classes by using location,
* To provide the facility the ability to track attendance, progress & billing activities,
* To provide the facility with integration with third parties such as billing providers and accounting software.

All passwords are non-reversibly encrypted. However it is your responsibility to keep your password to the service safe and secure. You should change your password immediately should you become aware of any misuse of your password using the “Forgot Password” process.

**GymMaster may receive personal information from you about others**

Facilities that use GymMaster may provide personal information about other individuals. It is the facility’s responsibility to ensure they are authorized to disclose that information with GymMaster and that, without GymMaster taking any further steps required by applicable data protection or privacy laws, GymMaster may collect, use and disclose such information for the purposes described in this policy.

**GymMaster does not store credit card information**

GymMaster does not store credit card information. Should you choose to enter your credit card information for your membership, your credit card details are encrypted and securely sent over a connection directly to the facility’s billing provider.

GymMaster only stores bank account information in the instance of the facility opting to do manual billing. The vast majority of facility billing is done automatically, in which case bank account information is encrypted and securely sent over a connection directly to the facility’s billing provider.

**GymMaster discloses your personal information to your fitness provider.**

Besides our staff, we share this information with your facility in order to update your bookings and personal details in their system.

Any information collected from our users will not be sold, shared, or rented to others in ways different from what is disclosed in this privacy statement.

You can choose not to share your personal information with GymMaster, but it may mean that we are unable to provide you with the service.

**GymMaster holds your personal information on servers located across the world.**

GymMaster stores your data on a server close to you. We use top tier, third party data hosting providers in The United States, Singapore, Australia, and Germany.

**GymMaster takes steps to protect your personal information**

GymMaster is committed to protecting the security of your personal information and we take reasonable precautions to protect it from unauthorised access, modification or disclosure.

However, the Internet is not in itself a secure environment and we cannot give an absolute assurance that your information will be secure at all times. Transmission of personal information over the Internet is at your own risk and you should only enter, or instruct the entering of, personal information to the service within a secure environment (look for https:// at the beginning of the URL)

**You may request access to your personal information.**

You have the right to ask for a copy of any personal information we hold about you, and to ask for it to be corrected if you think it is wrong. If you’d like to ask for a copy of your information, or to have it corrected, please contact us at support@gymmastersoftware.com.

**This policy may be updated at any time.**

We retain the right to amend this privacy statement at any time.