# Privacy Statement

#### General

Master Snooker Kingdom ("The Company", "MSK", "we", "us" or "our") respects your privacy, we are committed to protect your privacy through our compliance with this policy, and all relevant provisions under the "Hong Kong Personal Data (Privacy) Ordinance". Please read this policy carefully to understand our policies and practices regarding the collection of your information.

Master Snooker Kingdom may amend, update, vary or add to this Statement from time to time without any prior notice as necessary and any revised Statement will be published on this website.

#### **Collection of Personal Data**

The term "personal data", wherever mentioned in this Statement, includes, but are not limited to: your name, correspondence address, contact number and email address; and other persons' information which are relevant to the information, services, activities or facilities you have requested, such as personal information of your child (including but not limited to the gender and the date of birth).

We may collect the aforementioned information for our services include, but are not limited to, the following:

- Processing your application and registration
- Replying to your or your child's inquiries, concerns or complaints
- Direct marketing, such as delivering news, offers and promotions relevant for you or your child
- Providing up-to-date information regarding your child's attendance, progress and upcoming classes
- Assigning available and best suited classes to your child
- Providing relevant class materials for you or your child during class
- Issuing invoices, collecting course fees, issuing receipts, and maintaining your payment history

From time to time, it is necessary for the data subjects to supply Master Snooker Kingdom with personal data in connection with the registration and establishment of user's account or the use or continuation of provision of educational services, products and facilities.

Failure to supply such personal data may result in Master Snooker Kingdom being unable to register and establish a user account or use or continue the provision of educational services and products and facilities.

### **Disclosure of Personal Information**

We keep all personal data strictly confidential, and we will not disclose personal data outside of Master Snooker Kingdom unless we have your consent.

However, we may transfer your personal data to the following parties as necessary to provide the best service to you:

- Any agent, contractor, business partner or other third party which Master Snooker Kingdom works together with in its provision of such service, product or facility, wherever situated
- Any party to whom Master Snooker Kingdom is under an obligation or otherwise required to make disclosure under the requirements of any law binding or applying to it within or outside Hong Kong, or any disclosure under and for the purposes of any guidelines or guidance given or issued by any legal, regulatory, governmental, tax, law enforcement or other authorities, or self-regulatory or industry bodies with which Master Snooker Kingdom is expected to comply, or any disclosure pursuant to any contractual or other commitment of Master Snooker Kingdom, all of which are within Hong Kong and may be existing currently and in the future.

## Storage of Personal Data and Security

The security and confidentiality of your personal information is extremely important to us. We maintain appropriate security systems to prevent unauthorized access to all personal data.

We retain personal data for no longer than is required to fulfil the purpose or any directly related purposes for which the data is to be used, subject to legal, statutory and regulatory requirements for the retention of data.

### Statement on Photography and Videography

Master Snooker Kingdom will occasionally take photographs and videos of students and employees with as little disturbance to the class as possible. Such photographs and videos may be published, and viewed by the general public, in hard copy, via electronic media or on the website.

#### Contact us

If you have any questions or concerns regarding Master Snooker Kingdom's Privacy Statement, please feel free to contact us at info@msk147.com or write to the following address:

1701-02, 17/F, Kornhill Plaza Office Tower, 1 Kornhill Road, Hong Kong