



OFFICIALS ACCREDITATION REGISTRATION FORM 2022

1. By completing the online Accreditation Registration Form for The Championships 2022, the Official:
 - 1.1 agrees to fulfil his/her role as an Official at The Championships 2022;
 - 1.2 confirms that he/she has read, understands and accepts:
 - (i) the Terms and Conditions of Accreditation included in Appendix A to this Registration Form;
 - (ii) the AELTC Data Privacy Notice in Appendix B to this Registration Form and the AELTC privacy policy which can be found at https://www.wimbledon.com/en_GB/aboutwimbledon/privacy_policy.html; and
 - (iii) the COVID Protocols included in Appendix C to this Registration Form; and
 - 1.3 agrees to these terms prior to receiving his/her accreditation.
2. Subject to paragraph 3 below, the information you provide to us on this form will only be used:
 - to maintain valid, accurate and updated contact details for Accreditation;
 - for any of the purposes detailed in, and in accordance with, the Data Privacy Notice in Appendix B;
 - to liaise with the Officials and the LTA regarding registration for accreditation; and
 - in accordance with any other instructions or consents you give to us (from time to time).
3. The information you provide to us will be processed and stored as further detailed in the AELTC's Data Privacy Notice in Appendix B and the AELTC privacy policy which can be found at https://www.wimbledon.com/en_GB/aboutwimbledon/privacy_policy.html.

APPENDIX A
TERMS AND CONDITIONS OF ACCREDITATION

For The Championships, Qualifying and year-round.

Any infringement of these terms may result in the immediate withdrawal of accredited status for current and/or future years and/or further legal action at the discretion of The All England Lawn Tennis Club (Championships) Limited ("AELTC").

Accredited entry into the Grounds of the All England Club and the Qualifying Competition is subject to:

- the AELTC's Conditions of Entry (including any applicable protocols and/or terms and conditions relating to COVID-19 which may be communicated to you by the AELTC), save where such Conditions conflict with any rights or obligations imposed on you pursuant to any other governing document(s) to which you are subject in the course of your duties/ activities at The Championships.
 - the additional terms and conditions of accreditation as listed below, and including the COVID-19 terms included in Schedule B.
1. All accreditation remains the property of the AELTC who reserves the right to not issue/withdraw accreditation at any point without having to declare a reason.
 2. Accreditation is strictly non-transferable.
 3. Accreditation must be worn correctly at all times with the photo clearly visible and be used to be scanned in and out of the Grounds on every occasion. It must not be worn when travelling to and from the Grounds.
 4. Access granted is restricted to areas within the Grounds and is limited to those areas necessary to perform activities directly relevant to the reason for your accreditation. Access to other areas is forbidden.
 5. You must not post any photographs of your accreditation on any social media or make a copy of your accreditation available to any other person.
 6. You must abide by all directions from AELTC officials and their agents at all times.
 7. You must not take or make unauthorised photos, film, video tape or other audio or audio-visual material within non-public areas nor request autographs or photographs from players.
 8. Gambling (defined as directly or indirectly betting, assisting betting or the use/supply of information (not already in the public domain) for betting on Championships tennis matches or any other activity relating to The Championships, whether such activities are inside or outside the Grounds) is strictly prohibited for anyone who has been granted an AELTC/Championships' accreditation. Without prejudice to or limitation of the foregoing, you shall comply with the terms of the Tennis Anti-Corruption Program (available for download from the International Tennis Integrity Agency website at itia.tennis/).
 9. You must ensure that you are familiar with the AELTC emergency procedures and adhere to these at all times.
 10. Those who have media accreditation are also subject to separate accreditation terms as issued in addition to these.
 11. Accreditation may only be used when access to the Grounds is necessary for the performance of duties/ activities for which you have been accredited. Accreditation must not be used for the carrying out of business activities other than those authorised by the AELTC.
 12. You accept and acknowledge that the AELTC shall use the data (which may include your personal data) you have provided to the AELTC for the purposes of facilitating and processing your accreditation, pursuant to the Data Privacy Notice in Appendix B and in the Schedule to the COVID Protocols in Appendix C and the AELTC's privacy policy which can be found at wimbledon.com/privacy.
 13. The AELTC may alter these terms and conditions at any time if such changes are reasonably necessary to address safety issues or otherwise protect legitimate interests of the AELTC.
 14. You must not consume alcohol in public places whilst wearing your accreditation.
 15. You agree not to sell, or otherwise dispose of for commercial benefit, any goods provided to you by the AELTC for use during your duties for which you have been accredited (such as uniforms, clothing, printed materials, accreditation and lanyards) without the prior written approval of AELTC (not to be unreasonably withheld, delayed or conditioned).

APPENDIX B
ACCREDITATION DATA PRIVACY NOTICE

Please read the following carefully:

1. For the purposes of this form; "Accreditation" is the process by which the AELTC issues permission for all authorised non-spectator personnel to gain access to the grounds at Church Road, Wimbledon, SW19 and the Wimbledon Qualifying & Community Sports Centre, Roehampton (collectively, the "Grounds") at any time"
2. Accreditation is granted based on the personal data you provide to us and the information we receive from third parties in connection with that data. Decisions are taken by the AELTC at its discretion at all stages of the Accreditation process.
3. Terms used in this form, but not otherwise defined, shall have the meanings given to them in the UK GDPR which merges the Data Protection Act 2018 and the General Data Protection Regulation (EU) 2016/679.
4. For the purposes of this form, the data controller is The All England Lawn Tennis Club (Championships) Limited (the "AELTC" or "we/us/our") (company number 07546773) whose registered office is at the Grounds. Where you are submitting your application through the Lawn Tennis Association Limited (number 07459469), they will be the data processor in connection with the personal data you provide to them: the data controller will not change.
5. **Please read and understand how the AELTC will be using all personal data provided as part of the Accreditation process.**

A) INFORMATION THE AELTC WILL COLLECT

1. All persons and organisations engaged with the AELTC at any stage throughout the year, will be required to have the correct pass to access the Grounds.
2. You will only be required to submit some or all of the following categories of information to us for Accreditation purposes:
 - full name;
 - date of birth;
 - residential address;
 - driving licence number, passport number, EU national ID card number or birth certificate number;
 - passport style photograph;
 - email address;
 - nationality;
 - gender.

B) USE MADE OF THE INFORMATION

1. This information is required to:
 - 1.1 fulfil the administrative Accreditation process;
 - 1.2 enable the AELTC to identify and register every individual coming into the Grounds and to allow them the appropriate access to perform their roles within the Grounds;
 - 1.3 protect the security of anyone working within, or with permission to be on, the Grounds at any time; and
 - 1.4 contact you when required with respect to your presence within the Grounds.
2. You accept and acknowledge that the AELTC needs to process the personal data listed in this form to protect its legitimate interests of ensuring public safety within the Grounds, and to perform its legitimate business functions at all times.
3. Personal data obtained will be processed by the AELTC's Accreditation staff at all levels, with appropriate training on the protection of your personal data.

C) DISCLOSURE OF INFORMATION

1. The AELTC may share this information:
 - 1.1 with the Police, the UK Home Office (Immigration), and other law enforcement agencies, and applicable tennis authorities responsible for the integrity of the sport, where we are required to do so, or if it is in the public interests to do so for the prevention and detection of crime;
 - 1.2 if the AELTC comes under a duty to disclose or share such information in order to comply with any legal obligation, or to protect the rights, property, or safety of the AELTC, its customers, or others;
 - 1.3 with third parties engaged directly by us to enable you to gain access to the Grounds on the relevant day (for example, the AELTC's security contractors and technology providers).
 - 1.4 with any organisation employing or contracting with you to perform your role at the Grounds for the reasons detailed in section B(2) above
2. Personal information will be kept strictly confidential and will not be sold, rented, leased, loaned, traded, or otherwise disclosed to third parties (except as detailed in section C1 above).

D) STORAGE OF INFORMATION

1. Your information is stored on the AELTC's secure servers within the United Kingdom. Only staff with appropriate experience and training have access to the AELTC's secure databases. The AELTC confirms that it will not transfer any of your information outside of the United Kingdom at any time.
 2. Information we collect will not be held for longer than is necessary in accordance with the provisions of the UK GDPR. Subject to section D(3) below, we currently hold all personal data for a period not exceeding 5 years from the date it is first disclosed, or last updated or verified (whichever is later). This is to enable you to re-apply for Accreditation in subsequent years without having to re-submit all of your personal data again. After this time you will need to re-submit the data.
 3. Where your application for Accreditation is unsuccessful, or you are refused Accreditation, your personal data will be retained on our systems for 10 years. This is for security purposes and is held should subsequent applications be submitted in future. Enquiries by data subjects will be dealt with in accordance with the UK GDPR and will be considered on a case by case basis.
5. More information on the rights of any data subject under the UK GDPR is available from the Information Commissioner's Office ("ICO"): ico.org.uk or telephone +44 (0)303 123 1113, 09.00–17.00, Monday–Friday.

E) YOUR RIGHTS

1. Subject to some limited exceptions, you have the right under the UK GDPR to access all of your personal data we hold at any time. This right can be exercised in accordance with the UK GDPR. We reserve the right to request specific information from you to enable us to better conduct our searches when complying with your subject access requests.
2. You also have the right, at any time subject to the limitations set forth in E5 below regarding processing personal data for the purposes of Accreditation to Wimbledon events, to:
 - 2.1 withdraw any consent you have given to the AELTC for the processing of your personal data;
 - 2.2 object to how your personal data is processed;
 - 2.3 request that we delete all personal data we hold about you;
 - 2.4 rectify or amend any inaccurate data we hold about you;
 - 2.5 request that we only process your personal data for specific reduced purposes; and
 - 2.6 request that we transfer all of your personal data to another data controller.
3. Should you wish to lodge a complaint about the manner in which your personal data has been collected, used or stored, you may do so in writing at any time. Complaints can be lodged with us directly (see below) or with the ICO on the details listed at D(5) above.
4. Where you wish to exercise any of your rights, you must notify us in writing in advance at data.information@aeltc.com. We will respond to any requests promptly and as soon as reasonably practicable upon receipt.
5. Notwithstanding E(2) above, you are advised with regard to processing personal data for Accreditation to Wimbledon events, you may not be able to withdraw consent, request that we delete your personal data and or request that we only process for reduced purposes where the personal data is necessary for the purpose(s) the AELTC collected it for (as detailed in section B1 above) or where another legal justification for processing applies. Where you do legitimately withdraw or restrict your consent, or otherwise object to how we process your personal data, we may be unable to process your application for Accreditation.

APPENDIX C

OFFICIALS COVID-19 PROTOCOLS (THE "COVID PROTOCOLS")

1. Introduction and scope

- 1.1. These COVID-19 Protocols (the "COVID Protocols") are issued by The All England Lawn Tennis Club (Championships) Limited whose offices are located at Church Road, Wimbledon, London SW19 5AE (the "AELTC", "we" or "us").
- 1.2. All capitalised but as yet undefined terms in this clause 1 shall have the meaning given to them in clause 2.
- 1.3. These COVID Protocols apply, as applicable, to all Officials providing services to The Championships.
- 1.4. **For the avoidance of doubt, these COVID Protocols apply to all Sites.**
- 1.5. **By accepting and signing (electronically) these COVID Protocols, each Official agrees in writing to be bound by, understands and shall at all times comply with these COVID Protocols.**

- 1.6. **Each Official acknowledges that it is not possible to eliminate the risk of transmission of COVID-19. Each Official assumes the risk of suffering an illness or fatality related to COVID-19 as a result of his/her participation in The Championships, and agrees (on his/her own behalf, and on behalf of his/her estate, heirs, successors and assigns) that the AELTC and its directors, officers, employees, agents and officials shall bear no liability in respect of any such illness or fatality unless it is proven that the illness or fatality was suffered as a result of the AELTC's wilful misconduct or gross negligence. The Official will not bring any claim that is inconsistent with the foregoing sentence.**
- 1.7. **Compliance with these COVID Protocols will be monitored by the AELTC.**
- 1.8. **Any infringement of these COVID Protocols may result in (i) the removal of the Official's accreditation and removal from any Site and (ii) immediate termination of his/her agreement to provide services to The Championships on the grounds of breach (and denial of the right of participation in The Championships), as shall be determined by way of final decision by the AELTC and LTA/ITF (as applicable).**
- 1.9. **The AELTC may (acting reasonably) amend these COVID Protocols from time to time including, without limitation, implementing additional Covid-related protocols, if such changes are reasonably necessary to address health and safety issues or otherwise protect the legitimate interests of the AELTC and all Officials on site. Each Official undertakes to comply with any rules published by the AELTC from time to time concerning the medical, sanitary and hygiene measures and procedures that are to be applied when staging the Championships' matches.**

2. Definitions

- 2.1. **"COVID-19 Symptoms"**: any of the following COVID-19 symptoms: dry cough, fever, shortness of breath, headache, sore throat, aching limbs, loss of sense of smell and taste, nausea or vomiting, congestion or runny nose, diarrhoea, muscle or body aches.
- 2.2. **"Lateral Flow Test"**: a test for COVID-19 that involves a swab of the nose and throat to collect a sample, which is then inserted into a tube of liquid for a short time. Drops of liquid are added to the test strip and after about half an hour a result will be shown.
- 2.3. **"PCR Test"**: real-time polymerase chain reaction test for COVID-19.
- 2.4. **"Site(s)"**: each site for which access is required for the Officials to carry out their duties for The Championships including, without limitation, All England Lawn Tennis Club, Bank of England Sports Ground, the Officials.
- 2.5. **"The Championships"**: The Championships, Wimbledon in 2022 and The Championships Qualifying Competition in 2022.

3. Officials travelling to the UK from overseas

Officials shall comply with all conditions, requirements and restrictions of border entry and exit (collectively, the "Border Requirements") when entering and departing from the UK.

4. Suspected COVID-19 or other transmissible infectious disease

If you display COVID-19 Symptoms or material symptoms of any other transmissible infectious disease, you shall not provide the Services and shall not attend the Site and shall visit a medical professional to confirm whether you have such disease.

5 Confirmed COVID-19 or other transmissible infectious disease

- 5.1 If you have a confirmed COVID-19 infection, you shall not provide the Services and shall not attend the Site until you receive a negative PCR Test and/or Lateral Flow Test.
- 5.2 If you have any other confirmed transmissible infectious disease, you shall not provide the Services and shall not attend the Site until you are free from infection.