

This policy sets out how we will collect, use and store any personal/sensitive data. We will respect and protect your privacy at all times.

## **INFORMATION THAT WE MAY COLLECT**

When you submit an enquiry via a form via our website or sign up at a wedding show we may collect:

Your Name

Email Address

Phone Number

Date of your Wedding/ Event

We will only use this information to contact you in regards to the enquiry / nature of your submission. We will not share or sell your personal data with any third parties apart from those where you have enquired for their services.

## **STORING YOUR DATA**

Once data is received, we will take all reasonable steps to ensure your data is secure to prevent unauthorised access to it.

## **COOKIES**

We use cookies and Google Analytics to help us monitor how many people view each page and how they found our site. We can't see who you are or any of your personal details.

Cookies help us provide you with a better website, by enabling us to monitor which pages you find useful and which you do not. A cookie in no way gives us access to your computer or any information about you, other than the data you choose to share with us.

You can choose to accept or decline cookies. Most web browsers automatically accept cookies, but you can usually modify your browser setting to decline cookies if you prefer. This may prevent you from taking full advantage of the website.

## **ACCESSING YOUR DATA**

You have the legal right to ask for a copy of any of your personal data held by us (where such data is held). Please contact us for more details. You can also request us to correct, erase or stop using your information we hold.

## **CHANGES TO OUR POLICY**

We reserve the right to update this policy from time to time and we will keep you informed by updating this statement on our website.