## **OUR COMPANY PRIVACY POLICY**

This privacy policy will explain how The Larder uses the personal data we collect from you when you use our website or give personal details over the telephone.

## **Topics**

- What data do we collect?
- How do we collect your data?
- How will we use your data?
- How do we store your data?
- Marketing
- What are your data protection rights?
- What are cookies
- How do we use cookies?
- What types of cookies do we use?
- How to manage your cookies
- Changes to our privacy policy
- How to contact us

## What data do we collect?

The Larder collects the following data:

 Personal identification information (name, email, address, phone number, payment details when provided over the phone)

How do we collect your data?

You directly provide The Larder with most of the data we collect. We collect data and process data when you:

- Register online or place an order for any of our services
- Voluntarily provide feedback on any of our message boards, social media or via email
- Use or view our website via your browser's cookies

How will we use your data@

The Larder collects your data so that we can:

- Process your order
- Email you with special offers on our products
- Inform you of any upcoming events

How do we store your data?

The Larder will delete and destroy any data given, personal information, address, email and payment details, at the end of every day. We do not store data unless you email us directly where any details you provide may remain in our inbox. You can request us to delete this at any time.

What are your data protection rights?

The Larder would like to make sure you are fully aware of all of your data protection rights. Every user is entitled to the following:

The right to rectification – You have the right to request that The Larder correct any information you believe is inaccurate. You also have the right to request The Larder to complete information you believe is incomplete.

**The right to erasure** – You have the right to request that The Larder erase your personal data, under certain conditions.

The right to restrict processing – You have the right to request that The Larder restrict the processing of your personal data, under certain conditions.

The right to object to processing – You have the right to object to The Larder's processing of your personal data, under certain conditions.

**The right to data portability** – You have the right to request that The Larder transfer the data that we have collected directly to you, under certain conditions

## **COOKIES:**

What are cookies? Cookies are text files placed on your computer to collect standard Internet log information and visitor behavior information. When you visit our websites, we may collect information from you automatically through cookies or similar technology.

For further information, visit aboutcookies.org or <u>allaboutcook</u>ies<u>.org</u>. Here you will also learn how to delete and manage cookies.

How do we use cookies?

The Larder uses cookies in a range of ways to improve your experience on our website including:

- Keeping you signed in
- Understanding how you use our website

What types of cookies do we use?

There are a number of different types of cookies, however, our website uses:

 Functionality – The Larder uses these cookies so that we recognise you on our website and remember your previously selected preferences. These could include what language you prefer and location you are in. A mix of first-party and third-party cookies are use. Advertising – The Larder uses these cookies to collect information about your visit to our
website the content you viewed the links you followed and information about your browser,
device and your IP address.

How to manage cookies

You can set your browser not to accept cookies and the above website tells you how to remove cookies from your browser. However, in a few cases, some of our website features a=may not function as a result.

Changes to our privacy policy

The Larder keeps its privacy policy under regular review and places any updates on this web page. This privacy policy was last updated on 22 March 2020.

How to contact us

If you have any questions about The Larder's privacy policy the data we hold on you, or you would like to exercise one of your data protection rights, please do not hesitate to contact us.

Email us at: info@thelarder-lymington.com

Call us: 07759044287

Or write to us at: The Larder, 12 Earley Court, Lymington, Hampshire, SO41 9EP