

## **1. Introduction**

Exeter Self Catering's Privacy Policy sets out the ways we process personal data. This Privacy Policy only relates to personal data collected by Exeter Self Catering via our website – [www.exeterselfcatering.com](http://www.exeterselfcatering.com).

This Privacy Policy does not apply to personal data provided to Exeter Self Catering by any other means or via any other website. Users should be aware that if they access other websites, using the links provided, these are outside our control. If they provide personal data to other companies, the privacy policies of those companies determine the uses to which that information is put and Exeter Self Catering's Privacy Policy will no longer apply.

## **2. The Data Protection Act 1998**

Exeter Self Catering makes every effort to comply with the principles of the Data Protection Act 1998.

## **3. Use of Personal Information**

Personal information provided to Exeter Self Catering via our website – [www.exeterselfcatering.com](http://www.exeterselfcatering.com), will be used for the purposes outlined at the time of collection or booking in accordance with the preferences you express.

Personal data collected and processed by Exeter Self Catering may be used, for fulfilment of orders for services requested, and communication about our activities.

We will not share your data with any other party, other than to fulfil any order which you may have placed with us.

## **4. Consent**

By providing personal data to Exeter Self Catering you consent to the processing of such data by Exeter Self Catering as described in this Privacy Policy. You can alter your preferences as described below.

## **5. Use of Data for Direct Marketing by post and telephone**

By entering your contact details on our website you are agreeing to receive information from us in connection with your booking, or future activity we may offer.

If at any time you want to alter your preferences or request that Exeter Self Catering stop communicating with you in this way then you should email us at [exeterselfcatering@hainesnet.com](mailto:exeterselfcatering@hainesnet.com).

#### **6. Use of Data for email**

If at any time you want to alter your preferences or request that Exeter Self Catering stop communicating with you in this way then you should write to the address shown in section 8.

#### **7. Accessing your personal data held by Exeter Self Catering**

You have the right to ask Exeter Self Catering, in writing, for a copy of all the personal data held about you (this is known as a 'subject access request') upon payment of a fee of £10. If you would like to access your personal data held by Exeter Self Catering, please apply in writing to:

Data Protection Officer  
Exeter Self Catering  
7 Old Mill Close  
Exeter  
Devon  
EX2 4DD

#### **8. Verifying, updating and amending your personal information**

If, at any time, you want to verify, update or amend your personal data or preferences please write to:

Exeter Self Catering  
7 Old Mill Close  
Exeter  
Devon  
EX2 4DD

Verification, updating or amendment of personal data will take place within 28 days of receipt of your request.

If subsequently you make a data protection instruction to Exeter Self Catering which contradicts a previous instruction (or instructions), then Exeter Self Catering will follow your most recent instruction.

## **9. Cookies**

Please note we do not use cookies on our website.

## **10. Links to Third Party Websites**

This Privacy Policy applies solely to the personal data collected by Exeter Self Catering and does not apply to third party websites.

Exeter Self Catering is not responsible for the privacy policies of third party websites. Exeter Self Catering advises users to read the privacy policies of other websites before registering any personal data.

Booking and payment detail is processed via a third party, and we do not have access to any of your debit or credit card information.

## **11. Security**

Exeter Self Catering holds your personal data in accordance with the security provisions of the UK Data Protection legislation.

If you have any questions about security please email Exeter Self Catering at [exeterselfcatering@hainesnet.com](mailto:exeterselfcatering@hainesnet.com)

## **Notification of Changes**

If Exeter Self Catering decides to change its Privacy Policy, it will post such changes on its website and post the last updated date.

Last updated 07 Dec 2014