

THE LITTLE GALLERY GUIDE PRIVACY POLICY

This privacy policy sets out how The Little Gallery Guide uses and protects any information about yourself that you have provided. The Little Gallery Guide is committed to ensuring that your privacy is protected. Should we ask you to provide certain information by which you can be identified and contacted, then you can be assured that it will only be used in accordance with the privacy statement. The Little Gallery Guide may change this policy from time to time by updating this document. You should check our website occasionally to ensure that you are happy with any changes. This policy is effective from 1st January 2022.

What we collect

We may collect the following information:

Name: Contact Information including telephone numbers and email addresses. Demographic Information such as your address and post code.

What we do with the information we gather:

We require this information to be able to either accept a payment for advertising and in order to send you a copy of the print version of the magazine should you require.

We will use your contact details to deliver any further information ahead regarding your advertising requirements such as proofing artwork. We will periodically send promotional emails about new events, special offers or other information that we think you might find interesting using the contact details you have provided.

Security:

We are committed to ensuring that your information is secure. In order to prevent unauthorised access we have put in place suitable procedures to safeguard and secure the information that we collect. We will never share your information with anyone else without your express permission to do so.

Website Cookies:

A cookie is a small file which asks permission to be placed on your computers hard drive. Once you agree, the file is added and the cookie helps analyse web traffic or lets you know when you visit a particular site. Cookies allow web applications to respond to you as an individual. The web application can tailor its operations to your needs, likes and dislikes by gathering and remembering information about your preferences. Ecommerce websites place cookies on visitors browsers to retain log in information to identify customers as they browse. Without cookies, you would need to input your login credentials between every page / product that you add to the shopping cart. Overall cookies help us to provide you with a better website, a cookie does not in any way give us access to your computer nor to any information other than that which you have chosen 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 using the website to it's full potential.

Links to third parties

Our website may contain links to other websites of interest. However once you have used these links and left our site, you should note that we do not have any control over third party websites. Therefore we cannot be responsible for the protection and privacy of any information which you provide when visiting such sites, and such sites are not governed by this privacy policy. You should exercise caution and look at the privacy policy applicable to the website in question.

Payments

You can book advertising online via our website and you will be directed to PayPal to pay for your booking. You can view PayPal's privacy policy at their website: www.paypal.com

Controlling your personal information

If you have previously agreed to us using your personal information for direct marketing purposes you may change your mind at any time by simply clicking the UNSUBSCRIBE link at the bottom of any of our emails. Alternatively you can email us at ingrid@artsharelove.com. We will never sell, distribute, or lease your information to any third parties – ever. You may request details of personal information which we hold about you under the Data Protection Act 1998. If you would like a copy of the information that we hold on you please email: ingrid@artsharelove.com

If you believe that any information we are holding on you is incorrect or incomplete, please write or email us as soon as possible.