

# **PRIVACY POLICY**

# Who is Eventus Photography?

I am a sole trader using the business name Eventus Photography to run mobile photographic studios, with instant printing, for parties, functions, and events. Registered Office: 57 Brent Rd, Birmingham B30 2TS

This privacy policy explains how Eventus Photography protects and makes use of the information you share with us via this website or any other means. If you are asked to provide information when using this website, or by any other means, it will only be used in the ways described in this privacy policy. This policy is updated from time to time. The latest version is published on this page.

The website privacy policy was updated on:  $11^{\text{th}}\,\text{April}\,2022$ 

# What do we do with your personal information?

We gather and use certain information about individuals to provide services and to enable certain functions on this website. We collect personal data from site registrants. If you provide your data and give us permission, we will use your data to maintain email, telephone, and offline contact with you.

We also collect information to better understand how visitors use this website and to present timely, relevant information to them.

# What choices do you have about your personal data?

You may opt out of receiving information from us by e-mail, telephone, or post. To exercise your choices, indicate your wishes on the registration form, unsubscribe using the link in our emails, call + 44 (0)7809 278 856, or email us at eventusphotouk@gmail.com

You may request a copy of the information held about you by writing to: Eventus Photography 57 Brent Rd, Birmingham B30 2TS

# What data do we gather?

We may collect the following information:

- Name
- Address
- Contact information including email address and telephone number
- Demographic information such as postcode, and preferences
- Website usage data
- Other information relevant to customer enquiries e.g. your event date
- Other information pertaining to special offers

# Where do we process data?

We process data at Head Office. 57 Brent Rd, Birmingham B30 2TS. We apply UK data protection law to our processing.

# How do we keep data secure?

We take appropriate steps to maintain our contact information in a secure environment to prevent unauthorised use.

# How do we use this information?

Collecting this data helps us understand what you are looking for from Eventus Photography, enabling us to deliver improved products and services. Specifically, we may use the data:

- For our own internal records
- To process online orders and online registrations forms
- To improve products and services
- To contact you in response to a specific enquiry
- To send you promotional emails or call you about products, services, offers and other things we think may be relevant to you.
- To contact you via email, telephone, or mail for market research reasons



# How do we use cookies?

Cookies are small text files that are placed on your computer, with your permission, in order to let websites do several important things, including pages you have visited.

Eventus Photography uses the following categories of cookies:

- 1. Strictly necessary cookies: These do not require consent and are vital to make the website work properly.
- 2. Performance cookies: These cookies generally help the website operator fix bugs or glitches on the website. They may also provide analytics on which web pages are popular, allowing the website operator to improve the quality of the user's experience.
- 3. Functionality cookies: These may include settings like "remember me" buttons, language settings, text size and anything that remembers the particular settings chosen by the user. These cookies can be persistent or session cookies, which generally have a longer lifespan than other cookies.
- 4. Analyse our web traffic using analytics package. Aggregated usage data helps us to improve the website structure, design, content, and functions.

#### How you can control cookies.

When you first visit this website, we ask for your consent to use cookies. You can choose not to accept cookies but please be aware that services you request may not be available. If you delete your cookies or clear your cache, you may be asked to give your consent again. This is because a cookie is usually used to remember the choice you made the first time.

If you wish to revoke your consent to the use of cookies on this website, you can either delete the cookies in your browser's memory or clear your cache.

If you wish to prevent cookies being set before you visit this website, or most other websites, you can set your browser to block cookies. Most browsers allow you to do this in their settings.

If you would like to know more about cookies, please visit the ICO website

# What happens when you follow links on our site?

If you follow links to other sites from our website your data will be subject to the privacy policies of those sites. You should refer to these policies before providing your data.

# Controlling information about you.

When you fill a form or provide your details on our website, you will see one or more tick boxes allowing you to opt-in to receive marketing communications from us by email, telephone, text message or post.

If you have agreed that we can use your information for marketing purposes, you can change your mind easily, via one of these methods:

- Send us an email to eventusphotouk@gmail.com
- Write to us at 57 Brent Rd, Birmingham B30 2TS.

We will never lease, distribute, or sell your personal information to third parties unless the law requires us to. Any personal information we hold about you is stored and processed under our data protection policy, in line with the Data Protection Act 1998.

#### **Security**

We will always hold your information securely. To prevent unauthorised disclosure or access to your information, we have implemented strong, physical, and electronic security safeguards.

We also follow stringent procedures to ensure we work with all personal data in line with the Data Protection Act 1998.

# What happens when this policy changes?

Changes may be necessary to this policy to reflect legal or data processing developments. If we change the policy, we will provide information on our website so that users can review the changes. Any significantly different use of your data will be communicated to you, and you will be able to choose whether you agree to the new use.

# How you can contact us.

If you have any questions about this policy, please email <u>eventusphotouk@gmail.com</u> or write to: Eventus Photography, 57 Brent Rd, Birmingham B30 2TS.