

Introduction

We are committed to ensuring that any personal data we hold about you is protected in accordance with data protection laws and is used in line with your expectations.

This privacy notice explains what personal data we collect, why we collect it, how we use it and how we protect it.

What personal data do we collect?

We collect personal data about you when you book our B&B rooms and use the data to contact you to confirm arrangements for your stay.

Personal details that we collect about you include:

- Your name, address, phone number and email address.

Why we collect this information and the legal basis for handling your data

We use personal data about you in order to make satisfactory arrangements with you regarding your stay with us.

Who we share your data with

We do not share your data with any other organisation or people. Only ourselves who run the B&B -Mrs and Mr D.Shurvell.

How do we protect your data?

All ICT equipment holding data has secure passwords and anti virus software.

How long do we retain your data ?

We retain the data until 3 months after you have stayed in our B&B. This is incase of us needing to contact you about personal items you may have left behind.

Your rights with respect to your data

You have the right to:

- request that we delete your contact details sooner than the 3 months.

If you wish to exercise any of these rights at any time or if you have any questions, comments or concerns about this privacy notice, or how we handle your data please contact us. If you have continue to have concerns about the way your data is handled and remain dissatisfied after raising your concern with us, you have the right to complain to the Information Commissioner Office (ICO

