

# Privacy Policy

## Who we are

Here at Leisure Events, we only hold client contact data relevant to enquiries for our services. We keep the information safe and secure. When details are no longer required, we will remove your information from our systems.

We trade as Leisure Events.

Our website address is: [leisure-events.co.uk/](http://leisure-events.co.uk/)

Our contact numbers is: 07899 797073

Company base is: Amusement Depot, Pond Street, Kirkby in Ashfield, Notts, NG17 7AH

## What personal data we collect and why we collect it

### Current Client Information

For existing clients, we only hold the following data:

- Contact details,
- Business address,
- Phone and email

This information is only collected from current clients or third-party suppliers who we work with on setting up large events.

### Why we need this data

We keep this data for the purposes of designing and setting up events for new and existing clients.

We never share or sell our client data to any third parties.

### How information is stored

Email data is stored on a secure server which is located in the UK.

- All email transactions are carried out over a secure SSL connection meaning that no one can intercept any data.
- The data is physically secured within the data centers and access is restricted to key maintenance personnel.

### Enquiries from potential new clients

Contact details are also collected from potential new clients making enquiries to Leisure Events regarding an event. This data, (email or email generated by completing an enquiry form on our website) is held on a secure SSL server. This data is only held for replying to requests whereupon we ask about your business requirements for the event and general details on what you are trying to achieve from the event. This will help us get a good understanding of your requirements and enable us to provide a comprehensive quote.

Any inquiries that do not convert to clients, the data will be deleted from the server.

## Contact forms

The contact form on our site has a 'tick box' for potential clients making an enquiry to consent to our Privacy Policy as details on this page.

## Cookies

### **What are Cookies?**

A cookie is a small piece of data that our website asks your browser to store on your computer or mobile device. Generally, it contains certain information that is not personally identifiable to you but is used to improve and personalise your web experience. For example, a cookie can include the date and time of visits to the website, the pages viewed, the time spent on the website and the sites visited just before and just after it.

If you complete a contact form on our site you may opt-in to saving your name, email address and website in cookies. These are for your convenience so that you do not have to fill in your details again if you send a second form through. These cookies will last for one year.

## Who we share your data with

Chatsworth Web Design does not share or sell personal data with any third parties.

## Access to your data

We can be contacted at any time to request what details we currently hold on your business.

## How we protect your data

All procedures are in place to prevent a data breach, but in the event of a breach, we will inform the individuals affected and the ICO.