

## **Privacy Policy for The Sinfonia Stellaris.**

Last updated: 21<sup>st</sup> April, 2021

This Privacy Policy describes Our policies and procedures on the collection, use and disclosure of your provided information when you use our website.

By using our 'Contact Form', you agree to the collection and use of information in accordance with this Privacy Policy.

### **Collecting and Using Your Personal Data.**

Types of Data Collected.

Personal Data.

While using website, we may ask you to provide us with certain personally identifiable information that can be used to reply back to you, via receipt of a message from our 'Contact Form'. Personally, identifiable information may include, but is not limited to:

- Email address
- First name and last name
- Phone number
- Any information provided within the 'Subject' and 'Message' box

### **Usage Data.**

Usage Data is collected automatically when using a website.

Usage Data may include information such as your Device's Internet Protocol address (e.g. IP address), browser type, browser version, the pages of our website that you visit, the time and date of your visit, the time spent on those pages, unique device identifiers and other diagnostic data.

We may also collect information that your browser sends whenever you visit our website or when you access our website by or through a mobile device..

### **Cookies or Browser Cookies.**

A cookie is a small file placed on your Device. You can instruct your browser to refuse all Cookies or to indicate when a Cookie is being sent. If you do not accept Cookies, you may not be able to use some parts of our website. They are here to improve your experience whilst on our site. For further information please visit [https://en.wikipedia.org/wiki/HTTP\\_cookie](https://en.wikipedia.org/wiki/HTTP_cookie)

### **Use of Your Personal Data.**

We may use Personal Data for the following purposes:

To contact You: To contact you by email, telephone calls, SMS, or other equivalent forms of electronic communication.

To manage your requests: To attend and manage your requests to us.

Retention of Your Personal Data.

We will retain your Personal Data only for as long as is necessary for the purposes set out in this Privacy Policy.

**Transfer of Your Personal Data.**

Your information, including Personal Data, is processed at our operating office and in any other places where the parties involved in the processing are located. It means that this information may be transferred to and maintained on computers.

Your consent to this Privacy Policy followed by your submission of such information represents your agreement to that transfer.

We will take all steps reasonably necessary to ensure that your data is treated securely and in accordance with this Privacy Policy and no transfer of your Personal Data will take place to any organisation unless there are adequate controls in place including the security of your data and other personal information.

**Security of your Personal Data.**

The security of your Personal Data is important to us but remember that no method of transmission over the Internet, or method of electronic storage is 100% secure. While we strive to use commercially acceptable means to protect your Personal Data, we cannot guarantee its absolute security.

**Links to other websites.**

Our website may contain links to other websites that are not operated by us. If you click on a third-party link, you will be directed to that third party's site. We strongly advise you to review the Privacy Policy of every site you visit.

We have no control over and assume no responsibility for the content, privacy policies or practices of any third-party sites or services.

**Changes to this Privacy Policy.**

We may update our Privacy Policy from time to time. We will notify you of any changes by posting the new Privacy Policy on this page.

You are advised to review this Privacy Policy periodically for any changes. Changes to this Privacy Policy are effective when they are posted on this page.

**Contact Us.**

If you have any questions about this Privacy Policy, you can contact us via our Contact Form, or call 01562 754217