## YOUR PRIVACY IS IMPORTANT TO US!

Eden's Little Bakery respects your privacy. We will collect personal information by lawful and fair means and, where appropriate, with the knowledge or consent of the individual concerned.

We do not use your personal information for marketing purposes unless you actively sign up for marketing.

We will collect and use personal information solely for fulfilling those purposes specified by us.

Personal data we collect is relevant to the purposes for which it is to be used, and, to the extent necessary for those purposes, we make all efforts to ensure the data is accurate, complete, and up-to-date. If this is not the case, please email <u>us</u> and we will update your information.

hello@edenslittlebakery.co.uk

If our services are mentioned via Facebook, Twitter, or any other public domain, we may use that information to get in touch.

We will protect personal information by using reasonable security safeguards against loss or theft, as well as unauthorised access, disclosure, copying, use or modification.

We will make readily available to customers information about our policies and practices relating to the management of personal information.

We will only retain personal information for as long as necessary for the fulfilment of those purposes unless required by law.

## **HOW IS YOUR INFORMATION USED?**

We may use your information:

- To provide you with access to the relevant parts of the Website.
- o To notify you about changes to our services or our Website.
- o To administer our Website and for internal operations.
- o To keep our Website safe and secure.
- o To improve your user experience.
- o To process any request you may have made.
- o To process any orders made via our delivery service.
- o To carry out our obligations arising from any contracts entered into between us.
- o To notify you of any events we are running.
- o To process any entries that you make into competitions run by us.
- o To seek your views or comments on the services we provide.