

## **Conscience Creative LLP Privacy Policy**

This privacy policy will explain how Conscience Creative LLP (CCP) uses the personal data we collect from you when you use our website.

### **What data do we collect?**

CCP collects the following data:

- Personal identification information (Name, email address, phone number, etc.)

### **How do we collect your data?**

You directly provide CCP with most of the data we collect. We collect data and process data when you:

- Register online or place an order for any of our products or services.
- Voluntarily complete a customer survey or provide feedback on any of our message boards or via email.
- Use or view our website via your browser's cookies.

### **How will we use your data?**

CCP collects your data so that we can:

- Liaise with your company and manage your account.
- Email you with other products and services we think you might be interested in.

### **How do we store your data?**

CCP securely stores your data at our head office in Horsham.

CCP will keep your details for the period required to manage your account. Once this has expired, we will delete your data.

### **Marketing**

CCP would like to send you information about products and services of ours that we think you might like.

If you have agreed to receive marketing, you may always opt out at a later date.

You have the right at any time to stop CCP from contacting you for marketing purposes or giving your data to other members of the CCP Group.

If you no longer wish to be contacted for marketing purposes, [please click here](#).

## What are your data protection rights?

CCP would like to make sure you are fully aware of all of your data protection rights. Every user is entitled to the following:

**The right to access** – You have the right to request CCP for copies of your personal data. We may charge you a small fee for this service.

**The right to rectification** – You have the right to request that CCP correct any information you believe is inaccurate. You also have the right to request CCP to complete the information you believe is incomplete.

**The right to erasure** – You have the right to request that CCP erase your personal data, under certain conditions.

**The right to restrict processing** – You have the right to request that CCP restrict the processing of your personal data, under certain conditions.

**The right to object to processing** – You have the right to object to CCP's processing of your personal data, under certain conditions.

**The right to data portability** – You have the right to request that CCP transfer the data that we have collected to another organization, or directly to you, under certain conditions.

If you make a request, we have one month to respond to you. If you would like to exercise any of these rights, please contact us at:

Email us at: [info@consciencecreative.com](mailto:info@consciencecreative.com)

Or write to us at: Conscience Creative LLP, 3 Kings Court, Harwood Road, Horsham, West Sussex. RH13 5UR. UK

## Cookies

Cookies are text files placed on your computer to collect standard Internet log information and visitor behavior information. When you visit our websites, we may collect information from you automatically through cookies or similar technology

For further information, visit [allaboutcookies.org](http://allaboutcookies.org).

## How do we use cookies?

Our Company uses cookies in a range of ways to improve your experience on our website, including:

- Keeping you signed in
- Understanding how you use our website

## **What types of cookies do we use?**

There are a number of different types of cookies, however, our website uses:

- Functionality – CCP uses these cookies so that we recognize you on our website and remember your previously selected preferences. These could include what language you prefer and location you are in. A mix of first-party and third-party cookies are used.
- Analysis – CCP uses these cookies to enable us to improve your experience of our website by collecting information about your visit to our website, the content you viewed, the links you followed and information about your browser, device, and your IP address.

## **How to manage cookies**

You can set your browser not to accept cookies, and the above website tells you how to remove cookies from your browser. However, in a few cases, some of our website features may not function as a result.

## **Privacy policies of other websites**

The CCP website contains links to other websites. Our privacy policy applies only to our website, so if you click on a link to another website, you should read their privacy policy.

## **Changes to our privacy policy**

CCP keeps its privacy policy under regular review and places any updates on this web page. This privacy policy was last updated on 23 August 2021.

## **How to contact us**

If you have any questions about CCP's privacy policy, the data we hold on you, or you would like to exercise one of your data protection rights, please do not hesitate to contact us.

Email us at: [info@consciencecreative.com](mailto:info@consciencecreative.com)

Or write to us at: Conscience Creative LLP, 3 Kings Court, Harwood Road, Horsham, West Sussex. RH13 5UR. UK