## PRIVACY STATEMENT

We take your privacy seriously and will only use your personal information to either administer your account and/or provide the services you have requested from us.

## What information do we collect from you and why? And where is this information stored?

When you contact us we will collect your name, telephone number, email address (if necessary) and location of where you require a collection and/or your home address. This information is only collected with your consent and allows us to provide you with the service you require. If you contact us via our website, your data will be sent over an encrypted connection (HTTPS) and your data cannot be intercepted by a third party in transit. Your data will be stored on our website database. If you contact us via social media channels or telephone, then your data will be collected for the purpose of providing our service. Your data will also be stored in our customer database which is saved on a password protected computer and system.

Who will we share your information with?

We will never share your data with third-parties for marketing purposes.

## How long do we keep hold of your information?

We will keep hold of your contact information until you ask for your information to be removed from our records.

If you have any questions or If you would like your information to be removed from our system then please contact us on 023 80 811757 or email us at

abbeygrabbag@gmail.com.

With regard to debit card payments. We use WorldPay Virtual Terminal and are compliant with the Payment Card Industry Data Security Standard. We are committed to respecting the privacy of all our customers and to protecting any customer data from outside parties. To this end we are committed to maintaining a secure environment in which to process cardholder information so that we can meet these promises.

We have a responsibility for ensuring our company's systems and data are protected from unauthorised access and improper use. Once our customers details have been sent through the virtual terminal for business purposes the information is discarded in a secure and irrecoverable manner.

Ensuring you of our best intentions at all times. The team at Abbey Grab Bag