

# Privacy Policy for E.D. Wright Ltd t/a Pavilion Tearoom Website

Last updated: 28/11/2023

Thank you for visiting the Pavilion Tearoom website. This Privacy Policy outlines how we collect, use, disclose, and protect your information when you use our website. By accessing or using our website, you agree to the terms of this Privacy Policy.

## Information We Collect

### 1. Personal Information:

- When you sign up for our newsletter, or contact us through our website, we may collect personal information such as your name, email address, phone number, and other relevant details.

### 2. Non-personal Information:

- We may also collect non-personal information, such as your IP address, browser type, operating system, and other technical details, to enhance your experience on our website.

## How We Use Your Information

We use the information we collect for the following purposes:

### 1. Communication:

- To communicate with you regarding your booking or inquiries.

### 2. Marketing:

- To send you promotional materials, newsletters, and updates about our tearoom, events, and special offers, with your consent.

### 3. Website Improvement:

- To analyse and improve the functionality, performance, and user experience of our website.

## Information Sharing

We do not sell, trade, or otherwise transfer your personal information to third parties without your consent, except as described below:

### 1. Service Providers:

- We may share your information with trusted third-party service providers who assist us in operating our website, conducting business, or serving you.

### 2. Legal Compliance:

- We may disclose your information to comply with applicable laws, regulations, or legal processes.

## Cookies

We use cookies to enhance your experience on our website. You can choose to disable cookies through your browser settings, but this may affect the functionality of certain features on our site.

## Security

We take reasonable measures to protect your information from unauthorised access, disclosure, alteration, or destruction.

## Your Choices

You have the right to:

### 1. Access, Correct, or Delete Your Information:

- You can request access to, correction of, or deletion of your personal information by contacting us.

### 2. Opt-out of Marketing Communications:

- You can opt-out of receiving marketing communications from us at any time by following the instructions in the emails we send.

## Changes to this Privacy Policy

We may update this Privacy Policy from time to time. The date of the latest revision will be indicated at the top of the page.

## Contact Us

If you have any questions or concerns about this Privacy Policy, please contact us at [bookings@paviliontearoom.co.uk](mailto:bookings@paviliontearoom.co.uk)