# **Milkshed Catering Privacy Policy**

At Milkshed Catering we believe that your privacy is very important and ask that you read our privacy policy carefully as it contains details on the following information:

- The personal information we collect about you
- What we do with your information
- Who your information may be shared with

This privacy policy explains how we use your personal data in order to improve our service, and what choices you have about how we use that data. This document has been written to comply with 'GDPR' (General Data Protection Regulation).

### Personal information provided via www.milkshedcatering.com

Should you fill out our enquiry form you will provide us with contact information about yourself. For example, your full name, contact telephone number and email address. This information is held on a secure server and is treated in confidence.

# We process information about you for the following reasons:

- providing a quote of the service if requested
- providing services to you
- marketing our business
- improving our services
- analysing customer feedback
- investigating complaints
- to contact you in relation to your event catering

# Sharing / selling your personal information

We do not share, sell, lend or lease any of the information our clients supply (such as email addresses or personal details) with anyone.

# **Accessing your personal information**

If you wish to request access to the personal information that we hold on you, please email info@milkshedcatering.com and we will be happy to help.

### Other websites linked to our pages:

Please be aware that our website and social media platforms contain links to third party websites and social media platforms. We are not responsible for the privacy policies of any websites linked to (or from) our page or the information/content on the linked sites, and recommend that you review those parties' privacy notices before sharing your personal data on those platforms

#### Children

Children are not eligible to use our services unsupervised and we ask that children (under the age of 16) do not submit any personal information to us. If you are a minor, you can use this service only in conjunction with permission and guidance from your parent or guardian.

# **Google Analytics**

When someone visits our website (www.milkshedcatering.com) we use a third-party service, Google Analytics, to collect standard internet log information and details of visitor behaviour patterns. We do this to find out things such as the number of visitors to the various pages on our site. This information is processed in a way that does not identify anyone. We do not make any attempt to find out the identities of those visiting our website.

#### Cookies

Cookies are text files placed on your computer to collect standard Internet log information and visitor behaviour information. When you visit our website, we may collect information from you automatically through cookies or similar technology – this helps us to understand what content is popular, which links you follow. It also gives us information about your browser, device and IP address. We do not share any of this data with third parties.

## **Privacy policy changes**

Your privacy is important to us and as such, this privacy policy is reviewed annually. As a result, we may amend this privacy notice from time to time, and we recommend that you check this page periodically to review any changes that may have been made.

#### Contact us

If you have any questions or concerns about this privacy notice or the information we hold about you, please do not hesitate to contact us by one of the following methods:

Telephone: 07860 581 680

Email: info@milkshedcatering.com