## **PRIVACY POLICY**

## **GENERAL**

We are committed to maintaining the privacy of all our employees, suppliers and customers. This privacy policy is intended to inform you on how we gather and utilise your Information.

# WHAT WE MAY COLLECT

You may provide us with Information in a number of ways, in person, by phone or on our Website or third party booking systems when you book a table, purchasing a gift voucher or product, making a deposit, subscribing to our newsletter, applying for employment, entering into a supply contract. We must collect this information fairly. You may be asked to submit personal information about yourself such as: name, Company, contact information including email address, mobile phone number, date of birth and other information relevant to doing business with us. We will collect personal identification information from Users only if they voluntarily submit such information to us. Users can always refuse to supply personally identification information, except that it may prevent them from using certain services.

#### HOW WE USE YOUR INFORMATION

We will hold and use your Information for our legitimate business purposes and only disclose to legitimate trusted processing partners where we have a Data protection agreement with which covers GDPR. We will not otherwise sell, distribute or lease your personal information to third parties unless we have your permission or are required by law. Typical uses of your information are as follows:

- to improve customer service and keep you up to date about important changes to our business;
- to direct-market products and services, advise you of, events, promotions and other services to you. An option to unsubscribe will also be provided with each communication;
- to answer your queries;
- to release Information to regulatory agencies, if we are required by law or permitted to do so.
- We may contact you by post, phone, fax or email

## THE LAWFUL BASIS FOR PROSESSING YOUR INFORMATION

Under GDPR, we rely on the following grounds in order to process your Information:

- Legal obligation we are subject to certain legal requirements which may require us to process your Information. We may also be obliged by law to disclose your Information to a regulatory body or law enforcement agency.
- Legitimate interests we may need to process your Information for the purposes of your legitimate interests, provided we have established that those interests are not overridden by your rights and freedoms, including your right to have your Information protected. Your legitimate interests include fulfilling a service you have requested and to informing you about our products and services.
- Consent in some circumstances, we may ask for your consent to process your Information in a particular way.
- Contract in order to fulfil contractual obligations.

## YOUR RIGHTS TO YOUR PERSONAL INFORMATION

You have the right to be informed of access, to rectification, to erasure, to restrict processing, to data portability, to object, Rights in relation to automated decision making and profiling.

You have a right to request a copy of the personal information that we hold about you. We will require evidence of your identity before we are able to act on your request. A small fee will be payable. If you would like a copy of the information we hold on you, please write to or email:

Breller Limited, 4 the Polygon, London, SW4 0JG xxxx@trinity

xxxx@trinityrestaurant.co.uk

If you have previously agreed to us using your personal information for direct marketing purposes, you may change your mind at any time by writing to or emailing us.

#### **SECURITY**

To prevent unauthorised access or disclosure we use appropriate technical and managerial procedures to safeguard and secure the information we collect online.

All your personal Information shall be held and used in accordance with the EU General Data Protection Regulation 2016/679 ("GDPR")

## **COOKIES**

Our Web Sites may use "cookies" to enhance User experience. User's web browser places cookies on their hard drive for record-keeping purposes and sometimes to track information about them.

A cookie in no way gives us access to your computer or any information about you, other than the data you choose to share with us.

You can choose to accept or decline cookies. Most web browsers automatically accept cookies, but you can usually modify your browser setting to decline cookies if you prefer.

## LINKS TO OTHER WEBSITES

Our website may contain links to enable you to visit other websites of interest easily. However, once you have used these links to leave our site, you should note that we do not have any control over that other website. Therefore, we cannot be responsible for the protection and privacy of any information which you provide whilst visiting such sites and such sites are not governed by this privacy statement. You should exercise caution and look at the privacy statement applicable to the website in question.