

# Privacy Policy

This privacy policy sets out how Compost London uses and protects any information that you give when you use this website or use their services. Compost London is committed to ensuring that your privacy is protected. Should we ask you to provide certain information by which you can be identified, then you can be assured that it will only be used in accordance with this privacy statement. Compost London may change this policy, you should check this policy from time to time to ensure you are aware of any updates.

For the purpose of General Data Protection Regulations, the data controller is **Compost London, 75 Cleves Rd, London E6 1QF**. The information you provide will be held in accordance with the Data Protection Act and may be used by Compost London and its agents to supply the services which you have requested.

## What we collect

We may collect the following information:

- name and job title
- contact information including email address
- demographic information such as postcode, preferences and interests
- other information relevant to customer surveys and/or offers

## What we do with the information we gather

We require this information to understand your needs and provide you with a better service, and in particular for the following reasons:

- internal record keeping
- we may use the information to improve our products and services
- we may periodically send promotional emails about new products, special offers or other information which we think you may find interesting using the email address which you have provided if you have requested these
- very occasionally, we may also use your information to contact you for market research purposes. We may contact you by email, phone, or post. We may use the information to customise the website according to your interests.

## Where we store your personal data

The data that we collect will only be stored within the European Economic Area ("EEA").

All information you provide to us is stored on our secure servers. Any payment transactions will be encrypted. Where we have given you (or where you have chosen) a password which enables you to access certain parts of our site, you are responsible for keeping this password confidential. We ask you not to share a password with anyone.

Unfortunately, the transmission of information via the internet is not completely secure. Although we will do our best to protect your personal data, we cannot guarantee the security of your data transmitted to our site; any transmission is at your own risk. Once we

have received your information, we will use strict procedures and security features to try to prevent unauthorised access.

## **Security**

We are committed to ensuring that your information is secure. In order to prevent unauthorised access or disclosure, we have put in place suitable physical, electronic and managerial procedures to safeguard and secure the information we collect online.

## **Links to other websites**

Our website may contain links to other websites of interest. However, 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.

## **Controlling your personal information**

We will not sell, distribute or lease your personal information to third parties. We may use your personal information to send you promotional information about third parties which we think you may find interesting, if you tell us that you wish this to happen. You may request details of personal information which we hold about you under the Data Protection Act 1998. A small fee will be payable. If you would like a copy of the information held on you please write to the address shown on our contact page. If you believe that any information we are holding on you is incorrect or incomplete, please write to or email us as soon as possible. We will promptly correct any information found to be incorrect.

## **Your rights**

Our site may, from time to time, contain links to and from the websites of our partner networks, advertisers and affiliates. If you follow a link to any of these websites, please note that these websites have their own privacy policies and that we do not accept any responsibility or liability for these policies. Please check these policies before you submit any personal data to these websites.

## **Access to information**

The Data Protection Act gives you the right to access information held about you. Your right of access can be exercised in accordance with the Act. Any access request may be subject to a fee of £10 to meet our costs in providing you with details of the information we hold about you.

## **Contact us**

Questions, comments and requests regarding this privacy policy are welcomed and should be addressed to us by email or by writing to us at the address on the [contact us](#) page.