**Privacy Policy**

At Phabulous Pheasant we are committed to respecting, maintaining and protecting your privacy.
This Policy explains when and why we collect personal information about people, how we use it, the conditions under which we may disclose to others, and how we keep it secure.
We may change this Policy from time to time so please check this page occasionally to ensure that you’re happy with any changes. By using our website and social media pages/ services, you’re agreeing to be bound by this Policy.
Any questions regarding this Policy and our privacy practises should be sent by email to business email address with ‘Data Policy’ as the subject line or by writing to name and address. **WHO WE ARE**
Phabulous pheasant is privately owned sole trader craft business operating out from thes address shown on the website.
**HOW WE COLLECT INFORMATION FROM YOU**
The personal information we collect might include your name, address, telephone numbers, email address and information regarding what orders you have placed via our business. If you purchase a product from us, payment will generally by stripe(card payments) or PayPal.
**HOW WE USE YOUR INFORMATION**
• to process orders that you have requested;
• to carry out our obligations arising from any orders you have placed with us;
• to improve our customer service;
• to process payments;
• when dealing with entries into a competition;
• to seek your views or comments on the services and product we provide;
• to notify you of changes to our services and/or products;
• to send you information which you have requested and that may be of interest to you. These may include information about competitions, products, new ranges etc,
• to inform and improve marketing efforts via the website, facebook and instagram and any other social media platforms we may choose to use.

**DATA RETENTION - HOW LONG WE KEEP IT FOR**
We review our retention periods for personal information on a regular basis. We are legally required to hold some types of information to fulfil our statutory obligations (for example financial information for 7 years). We will hold your personal information on our systems for as long as is necessary but no longer than 3 years in general.
**WHO HAS ACCESS TO YOUR INFORMATION?**
We will not sell or rent your information to third parties. We will not share your information with third parties for marketing purposes, unless you have asked us to.
**THIRD PARTY SERVICE PROVIDERS WORKING ON OUR BEHALF:**
We currently do not use any third party service providers that would require your information.
However if, in the future, we have a requirement to do so, we will disclose only the personal information that is necessary to deliver the service. We will ensure any necessary contracts are in place to ensure they keep your information secure and not to use it for their own direct marketing purposes. Please be reassured that we will not release your information to third parties unnecessarily unless we are required to do so by law, for example, by a court order or for the purposes of prevention of fraud or other crime**.
YOUR CHOICES**
You have a choice about whether or not you wish to receive information from us. If you do not want to receive anything then please email us and state your preferences.
We will not contact you for marketing purposes by email, phone or text message unless you have given your prior consent. We will not contact you for marketing purposes by post if you have indicated that you do not wish to be contacted. You can change your marketing preferences at any time by contacting us by email: email address or telephone on phone number.
**HOW YOU CAN ACCESS AND UPDATE YOUR INFORMATION**
The accuracy of your information is important to us. If you change email address, or any of the other information we hold is inaccurate or out of date, please email us at phabulouspheasant@outlook.com. Alternatively, you can telephone 07899910689.
You have the right to ask for a copy of the information business name holds about you. To submit a subject data request please contact by email at email address with ‘Personal Data Request’ as the subject line or by writing to name and address.
SECURITY PRECAUTIONS IN PLACE TO PROTECT THE LOSS, MISUSE OR ALTERATION OF YOUR INFORMATION
We will hold minimal personal information about you. We adopt appropriate data collection, storage and processing practices and security measures to protect against unauthorised access, alteration, disclosure, or destruction of your personal information.
16 OR UNDER
We are concerned to protect the privacy of children aged 16 or under. If you are aged 16 or under‚ please seek your parent/guardian’s permission before you provide us with personal information.
TRANSFERRING YOUR INFORMATION OUTSIDE OF EUROPE
We do not transfer any information outside of Europe.
**CHANGES TO THIS PRIVACY POLICY**
Phabulous Pheasant has the discretion to update this privacy policy at any time. When we do, we will revise the updated date at the bottom of this page. We encourage customers to frequently check this page for any changes to stay informed about how we are helping to protect the personal information we collect. You acknowledge and agree that it is your responsibility to review this privacy policy periodically and become aware of modifications.
**YOUR ACCEPTANCE OF THESE TERMS**
By using this website and facebook page you signify your acceptance of this policy and terms of service. If you do not agree to this policy, please do not use or like our page. Your continued use of the Facebook page following the posting of changes to this policy will be deemed your acceptance of those changes.
**CONTACTING US**
If you have any questions about this Privacy Policy, the practices of this page, or your dealings with this page, please contact us at:
• Post: Phabulous pheasant, 4 cornton cottages, penicuik
• Telephone: 07899910689
• Email: Phabulouspheasant@outlook.com
REVIEW OF THIS POLICY
We keep this Policy under regular review. This Policy was last updated in May 2018.