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### Data Protection

1. GFM Limited will collect, use, store and disclose your personal details in accordance with our privacy policy.

### General

1. If any part of these terms and conditions are not enforceable, this will not affect the enforceability of any other part.
2. These terms and conditions are governed by English Law and all disputes will be submitted to the non-exclusive jurisdiction of the English Courts.

## PRIVACY POLICY

### Privacy Commitment

The [www.graciefieldstheatre.com](http://www.graciefieldstheatre.com) website is owned and operated by GFM Limited. We are committed to safeguarding your privacy online. Please read this privacy policy to understand how your personal information will be treated. This policy may change from time to time, so please check it periodically.

#### What information do we collect?

We will obtain personal information from you when you shop online, enquire about our activities, register with us or subscribe to one of our services online. This may include your name, address, phone number, email address and credit card details.

#### How do we use this information?

We will use your personal information to process your bookings and orders and to provide you with the services, products or information you have requested. We may need to share your information with our service providers and agents for these purposes. If you have provided credit card details, these will only be used for the purpose of handling an individual booking or order.

We also analyse the personal information that you and others provide in order to obtain a better understanding of our audiences and improve the services that we have on offer.

We may share your information with other organisations that we think may interest you, but only if you consent to this. When you provide your details you will be asked if you want this to happen.

You can change your mind about this at any time by contacting us at the email address at the end of this policy.

#### **Cookies**

In order to improve our services and our website we may use cookies.

Cookies are small text files which record information relating to your internet activity (such as whether you have visited our site before) on your computer's hard drive and used by us to improve the services we provide to you online.

If you do not wish us to use cookies when you use our website, please adjust your Internet browser settings to not accept cookies. Your computer's help function should tell you how to do this. Please note, however, that this may result in your being unable to use some of the facilities on our website.

#### **How do we protect your personal information?**

While we cannot guarantee the security of the Internet, this website has security measures in place to protect against the loss, misuse and alteration of the information you provide us. Our secure server software (SSL) is the industry standard and among the best software available today for secure online transactions. It encrypts all of your personal information, including credit card number, name and address so that it cannot be read as the information travels over the Internet. Please note that we do not use secure server software where you subscribe for our email newsletter service via our website as you are not required to input any credit card details.

#### **Changes**

Please help us to keep your information up to date by emailing us at [enquiries@graciefieldstheatre.com](mailto:enquiries@graciefieldstheatre.com) if your personal information changes or if you wish to correct it. We will endeavour to correct, update or delete information you have provided to us as quickly as possible.