



## **Privacy Policy**

### **Your Privacy**

The Orchards Shopping Centre takes the protection of your personal data seriously. This document details how we will use any personal information we collect from you and how we look after your rights under the General Data Protection Regulations 2018.

### **About us**

The Orchards Shopping Centre is managed by Montagu Evans LLP who, for the purposes of the GDPR regulations 2018, are the 'data controller' for this website.

### **What personal information do we collect?**

Personal data means any information about an individual from which that person can be identified.

When you enter a competition or promotion, sign up for events updates and information we may ask you to submit your name, address, postcode, email address, telephone number and date of birth.

### **How do we use the personal information that we've collected?**

We will use the information to provide you with the service that you've requested, to collect statistics or to collect responses to any questions and for research. Furthermore, we may disclose this data to third parties for marketing and advertising purposes.

### **Storage of personal information**

Your information will be held on a secure database and will only be accessible by staff who have the necessary permissions and training.

### **How long will we hold your personal information?**

Your personal information will only be held by us for as long as you want it to. You can opt out at any time by e-mailing us. You can request a copy of the personal information we hold about you by e-mailing us at any time and ask us to make changes if the information we hold about you is incorrect or out of date.

### **How do you contact us?**

[info@orchardsdartford.co.uk](mailto:info@orchardsdartford.co.uk) or 01322 289383