

## **Prelude Entertainment Ltd Privacy Policy**

### **Privacy Policy**

Last updated: 24rd May 2018

Prelude Entertainment operates <http://www.preludeentertainment.co.uk> This page informs you of our policies regarding the collection, use and disclosure of Personal Information we receive from users of the Site.

We use your Personal Information only for providing you with details of Prelude Entertainment and quotes related to your event. By using the Site, you agree to the collection and use of information in accordance with this policy.

#### **Do we store your data?**

Yes - but for the sole purpose of providing our clients with an initial quote for work they have contacted us about, and subsequent emails about their event. All data is stored on a secure server, encrypted, and will never be shared to a third party.

#### **How Do We Use Your Data**

To provide our clients with information about Prelude Entertainment only. We do not use your data for email advertising, newsletters or any other marketing promotions.

#### **Client data changes**

At any point, any of our clients may ask us what data we store about them, and request that this data be amended, stored, or deleted. This will happen within 24 hours of receipt of their request either by phone or email, at which point the client will no longer be contacted by Prelude Entertainment. Contact details are at the bottom of this document.

#### **Information Collection And Use**

While using our Site, we may ask you to provide us with certain personally identifiable information that can be used to contact or identify you. Personally identifiable information may include, but is not limited to your name ("Personal Information").

#### **Log Data**

Like many site operators, we collect information that your browser sends whenever you visit our Site ("Log Data").

This Log Data may include information such as your computer's Internet Protocol ("IP") address, browser type, browser version, the pages of our Site that you visit, the time and date of your visit, the time spent on those pages and other statistics.

In addition, we may use third party services such as Google Analytics that collect, monitor and

analyse this.

Prelude Entertainment does not share any off this log data with any third parties.

## **Communications**

We may use your Personal Information to contact you with information and details regarding your event and your event alone. We never share any of your data with any third parties.

## **Cookies**

Cookies are files with small amount of data, which may include an anonymous unique identifier. Cookies are sent to your browser from a web site and stored on your computer's hard drive.

Like many sites, we use "cookies" to collect information. You can instruct your browser to refuse all cookies or to indicate when a cookie is being sent. However, if you do not accept cookies, you may not be able to use some portions of our Site.

## **Managing cookies**

Most browsers allow you to refuse to accept cookies and to delete cookies. The methods for doing so vary from browser to browser, and from version to version. You can however obtain up-to-date information about blocking and deleting cookies via these links:

- (a) <https://support.google.com/chrome/answer/95647?hl=en> (Chrome);
- (b) <https://support.mozilla.org/en-US/kb/enable-and-disable-cookies-website-preferences> (Firefox);
- (c) <http://www.opera.com/help/tutorials/security/cookies/> (Opera);
- (d) <https://support.microsoft.com/en-gb/help/17442/windows-internet-explorer-delete-manage-cookies> (Internet Explorer);
- (e) <https://support.apple.com/kb/PH21411> (Safari); and
- (f) <https://privacy.microsoft.com/en-us/windows-10-microsoft-edge-and-privacy> (Edge).

## **Third Party Policies**

Google - <https://policies.google.com/privacy>

## **Security**

The security of your Personal Information is important to us, but remember that no method of transmission over the Internet, or method of electronic storage, is 100% secure. While we strive to use commercially acceptable means to protect your Personal Information, we cannot guarantee its absolute security.

## **Changes To This Privacy Policy**

This Privacy Policy is effective as of 23rd May 2018 and will remain in effect except with respect to

any changes in its provisions in the future, which will be in effect immediately after being posted on this page.

We reserve the right to update or change our Privacy Policy at any time and you should check this Privacy Policy periodically. Your continued use of the Service after we post any modifications to the Privacy Policy on this page will constitute your acknowledgment of the modifications and your consent to abide and be bound by the modified Privacy Policy.

If we make any material changes to this Privacy Policy, we will notify you either through the email address you have provided us, or by placing a prominent notice on our website.

### **Contact Us**

If you have any questions about this Privacy Policy, please contact us.

Prelude Entertainment Ltd.  
Data Protection Officer – Rodney Prout  
0208 660 6647  
[Rodney@preludeentertainment.co.uk](mailto:Rodney@preludeentertainment.co.uk)