

This Privacy Notice explains how we at Harvington House Bed and Breakfast use any personal information we collect about you.

Information we collect about you.

When you make a booking with us we collect the names of guests who will be staying, the home address, email address, car registration and telephone number of the person making the booking. This is something we are required to do as part of the Hospitality Trade Regulations. We also collect a debit or credit card number. All of the personal and debit/credit card data you supply us, as part of the booking process, is stored securely on a third party system, Inn Style who do not use your details in any way. The card details are encrypted on this system and we then shred the initial paperwork. Neither we nor Inn Style will share your information with any third party unless there is a legal reason for doing so.

Marketing

We would like to stay in touch with you to send information about the B&B, or any special offers. We send a card once a year to guests on our distribution list, (which contains a name and address only). We do not send out monthly newsletters via any system at all for example Mailchimp.

We keep the following information on all our guests.

We do this by asking you to complete a registration form on arrival. For commonwealth guests; • Name and nationality For non commonwealth guests; • Name, nationality, passport number, address of next destination. We will keep these forms safely in a locked filing cabinet. We are required to keep these registration forms for a year and show them to a police officer if they request to see them. We will destroy these forms 12 months after your stay.

Access to your information.

You have the right to request a copy of the information we hold about you. If you would like a copy of this information please email us at info@harvingtonhouse.co.uk

Cookies

Cookies are text files placed on your computer to collect standard internet log information and visitor behaviour information. This information is used to track visitor use of the website and to compile statistical reports on website activity. You can set your browser not to accept cookies.