

### DATA PRIVACY POLICY FOR THE JERSEY STYLE AWARDS

#### **POLICY TERMS**

Any reference to "we", "us" and "our" is to Hartmann House Limited. Please see below for our contact details. Any reference to "you" or "your" means you as user of <a href="http://www.jerseystyleawards.com">http://www.jerseystyleawards.com</a> (the "Website")

Hartmann House Limited is committed to protecting your privacy. This page sets out our Privacy Policy and explains how your personal information (meaning any information about you which is personally identifiable like your name or email address generally referred to throughout this policy as "personal information") will be used.

This Privacy Policy only applies to the collection of your personal information by us and those whom we authorise. It does not cover third party websites to which we provide links, nor does it cover advertisers. They may have their own privacy policies and/or terms and conditions of use.

By accessing and continuing to use the website, you accept the terms of this Privacy Policy. Please note that we may update and amend the Privacy Policy from time to time and any changes will be posted on the Website. If you do not agree with any of our Privacy Policy then you should not use the Website.

## HOW WILL WE USE YOUR INFORMATION?

When you access the site, we may ask you to give us your name, email address and other personal information that will be needed to verify your votes and supply certain services to you. The information that you provide will only be used for the stated purpose

### WILL WE GIVE YOUR INFORMATION TO ANYONE?

We will not share your personal information for marketing or any other purposes without your consent unless where required by law. The information you provide will be kept confidential.

#### **HOW WE STORE YOUR INFORMATION**

Information you submit via the Website is sent to a computer located in the United Kingdom. By submitting information, you agree to the collection, transfer, storage or processing of information about you for the purposes described in this Privacy Policy. We will take all reasonable steps to ensure that information about you is treated securely in accordance with this policy and that all information you provide to us is stored on our secure servers or those of our service providers.

#### OFFENSIVE OR INAPPROPRIATE CONTENT ON THE WEBSITE

If you post or send offensive, inappropriate or objectionable content anywhere on or to the Website, or otherwise engage in any disruptive behaviour on the Website, we may use your personal information to stop such behaviour. Where we reasonably believe that you are or may be in breach of any of applicable laws (for example, but without limitation, content you have posted may be defamatory), we may use your personal information to inform relevant third parties such as law enforcement agencies, regulatory bodies or our legal adviser about the content and your behaviour.

Our Website may not always be available and the material on it may not necessarily reflect our views. All users must agree not to tamper with the Website and respect our intellectual property rights and those of our licensors and by accepting this Privacy Policy and the terms and conditions you hereby agree to do so.

#### WHAT IF I AM A USER AGED 16 OR UNDER?

If you are aged 16 or under, please get your parent/guardian's permission beforehand whenever you provide personal information to this Website. Users without this consent are not allowed to provide us with their personal information. If we become aware that you are under 16 and are attempting to or have submitted personal information via the Website without your parent/guardians' permission, we will not accept such information and we will take steps to remove such information from our records. This may involve us having to access and verify your age and other relevant details.

### **KEEPING OUR RECORDS ACCURATE**

We aim to keep our information about you as accurate as possible, but we depend on our users to update their personal information whenever necessary.

### LIMITATION OF LIABILITY

The Websites may contain links to other websites where information practices may be different to ours. For example, if you "click" on a link, the "click" may take you off the Website. Visitors should consult the other websites' privacy policies as we are not responsible for and have no control over information that is submitted to, or collected by, these third parties.

We may use a reputable third party to present or serve the advertisements that you may see on our Websites. This Privacy Policy does not cover any use of information that a third-party ad sever may have collected from you.

## **LEGAL DISCLAIMER**

We are not responsible nor will be liable to you in any way for events beyond our direct control. Because of the complex and constantly changing nature of our technology and business, we cannot guarantee nor do we represent that our performance will be error free, and to the maximum extent permitted by law we will not be liable for any direct, indirect, consequential or punitive damages or other loss suffered by you and relating to the use or release of your personal information.

## HOW LONG WILL WE KEEP YOUR PERSONAL INFORMATION?

Where you contribute to the Website, we will generally only keep your content for as long as is reasonably required for the purpose(s) for which it was submitted.

In accordance with statutory obligations we only collect personal information from you which is necessary for us to supply the services to you. You have the option at any time to request that we:

- Remove details from our database;
- Update the information we hold about you or any dependants;
- Supply to you the information that we hold about you.

To stop receiving communications from us, simply email us <a href="mailto:prteam@hartmannhouse.je">prteam@hartmannhouse.je</a> or write to the address below quoting "JSA Website" and in each case quote your name and email and leave a telephone number if we need to contact you. We will take reasonable steps to verify your identity and then action your request.

If you wish to make a complaint to the Information Commissioners Office regarding the way you believe we have handled you data, you can do so by visiting here: https://ico.org.uk/concerns/handling/.

## **UPDATES**

We reserve the right, from time to time, and at our sole discretion, to change or update this Privacy Policy.

All changes to this Privacy Policy will be published on this page and on the applicable Website(s). Upon publication, each change will become effective and you will be deemed to be aware of and bound by it. You should therefore review this Privacy Policy regularly to ensure that you are up-to-date with the current terms of the Privacy Policy.

# **CONTACT DETAILS**

If you have any questions, queries or complaints or you wish to unsubscribe or request a change to you details then email us at <a href="mailto:prteam@hartmannhouse.je">prteam@hartmannhouse.je</a> your full name and email address.

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