# Write. Publish. Impact. Privacy Policy

This privacy policy will explain how our organisation uses the personal data we collect from you when you use our website.

# Topics:

- What data do we collect?
- How do we collect your data?
- How will we use your data?
- How do we store your data?
- Marketing
- What are your data protection rights?
- What are cookies?
- How do we use cookies?
- What types of cookies do we use?
- How to manage your cookies
- Privacy policies of other websites
- Changes to our privacy policy
- How to contact us
- How to contact the appropriate authorities

#### What data do we collect?

Write. Publish. Impact. collects the following data:

• Personal identification information (Name, email address, phone number, etc.)

# How do we collect your data?

You directly provide Write. Publish. Impact. with most of the data we collect. We collect data and process data when you:

- Register online or place an order for any of our products or services.
- Voluntarily complete a customer survey or provide feedback on any of our message boards or via email.
- Use or view our website via your browser's cookies.

## How will we use your data?

Write. Publish. Impact. collects your data so that we can:

- Process your order and manage your account.
- Email you with special offers on other products and services we think you might like.
- Send feedback surveys to ensure we provide the best service possible to all our customers

# We do not share your data with anyone else.

### How do we store your data?

Write. Publish. Impact. securely stores your data on our Google drive, protected by 128bit encryption.

Write. Publish. Impact. will keep your data indefinitely until you request that we remove it as this allows us to keep you informed of all relevant activities.

## Marketing

You have the right at any time to stop Write. Publish. Impact. from contacting you for marketing purposes

#### What are your data protection rights?

Write. Publish. Impact. would like to make sure you are fully aware of all of your data protection rights. Every user is entitled to the following:

**The right to access** – You have the right to request Write. Publish. Impact. for copies of your personal data. We may charge you a small fee for this service.

**The right to rectification** – You have the right to request that Write. Publish. Impact. correct any information you believe is inaccurate. You also have the right to request Write. Publish. Impact. to complete the information you believe is incomplete.

**The right to erasure** – You have the right to request that Write. Publish. Impact. erase your personal data, under certain conditions.

**The right to restrict processing** – You have the right to request that Write. Publish. Impact.

restrict the processing of your personal data, under certain conditions.

**The right to object to processing** – You have the right to object to Write. Publish. Impact.'s

processing of your personal data, under certain conditions.

**The right to data portability** – You have the right to request that Write. Publish. Impact.

transfer the data that we have collected to another organisation, or directly to you, under certain

conditions.

If you make a request, we have one month to respond to you. If you would like to exercise any of

these rights, please contact us at our email:

contact@littlecrowmarketing.com

Privacy policies of other websites

The Write. Publish. Impact. programme is run through www.littlecrowmarketing.com and

www.smmitchell.com. Both of these website contain links to other websites. Our privacy policy

applies only to our website, so if you click on a link to another website, you should read their

privacy policy.

Changes to our privacy policy

Write. Publish. Impact. keeps its privacy policy under regular review and places any updates on this

web page.

How to contact us

If you have any questions about Write. Publish. Impact.'s privacy policy, the data we hold on you,

or you would like to exercise one of your data protection rights, please do not hesitate to contact us.

Email us at: contact@littlecrowmarketing.com

Call us: 07774289195

3