



# RETAIL FURNITURE

## Privacy Policy

This policy sets out how Retail Furniture uses and protects any information that you give Retail Furniture when you use this website. Retail Furniture is committed to ensuring that your privacy is protected. Should we ask you to provide certain information by which you can be identified when using this website, then you can be assured that it will only be in accordance with this privacy statement.

Retail Furniture may change this policy from time to time by updating this page. You should check this page to ensure that you are happy with any changes.

### What we collect

#### We may collect the following information

- Name and job title
- Contact information including email address
- Demographic information such as postcode, preferences and interests
- Other information relevant to customer surveys and/or offers

### What we do with the information we gather

We require this information to understand your needs and provide you with a better service, and in particular for the following reasons

#### Internal record keeping

We may use the information to improve our products and services.

We may periodically send promotional emails about new products, special offers or other information which we think you may find interesting using the email address which you have provided. From time to time, we may also use your information to contact you for market research purposes. We may contact you by email, phone, fax or mail. We may use the information to customers the website according to your interests.

### Security

We are committed to ensuring that your safety is secure. In order to prevent unauthorised access or disclosure, we have to put in place physical, electronic and managerial procedures to safeguard and secure the information we collect.

### Links to other websites

Our website may contain links to other websites of interest. However, you should note that we do not have any control over that other website. Therefore, we cannot be responsible for the protection and privacy of any information which you provide whilst visiting such sites and such sites are not governed by this privacy statement.

You should exercise caution and look at the privacy statement applicable to the website in question.

### Controlling your personal information

We will not sell, distribute or lease your personal information to third parties unless we have your permission or are required by law to do so.

We may use your personal information to send you promotional information about third parties which we think you may find interesting if you tell us that you wish this to happen.

You may request details of personal information which we hold about under the Data Protection Act 1998. A small fee will be payable. If you would like a copy of the information held on you, please write to the address shown on our contact, website page.

If you believe that any information, we are holding on you is incorrect or incomplete, please write to or email us as soon as possible. We will promptly correct any information found to be incorrect