

# Privacy Policy

This website is owned by Sunbeam Fairs & Events

## What information do we collect?

### Use of cookies

We use cookies but they do not record any personal data. For further information on our use of cookies please see our cookies policy

How will we use the information about you?

We only process personal information about you where we have a lawful basis to do so. Most of the personal data we process is so we can supply you with our services so our lawful basis is contractual.

As you join us at our events we may share your business details and photos for promotional purposes such as social media or on this website.

## Retention Periods

We store your personal data securely for a period of 8 years from the date you register with us or until you ask us to destroy it unless the law requires us to store the data for a longer period.

## What rights do you have?

The GDPR provides the following rights for individuals whose personal data is processed:

1. The right to be informed
2. The right to access
3. The right to be erased
4. The right to restrict processing
5. The right to rectification
6. The right to object to processing
7. The right to data portability
8. Rights in relation to automated decision making and profiling (We do not do this)

If you wish to exercise any of your rights you can do so by emailing us at [claire@sunbeamfairs.com](mailto:claire@sunbeamfairs.com)

## Right to complain

If you have any concerns or complaints about how we use your personal information we hope you will alert us to these directly via [claire@sunbeamfairs.com](mailto:claire@sunbeamfairs.com). You are entitled to complain to the Information Commissioners Office (ICO) which is a supervisory authority in the UK. Their contact details can be found at [www.ico.org.uk](http://www.ico.org.uk).

## Changes to our privacy policy

We may change this privacy policy occasionally. You should check this policy every now and then to ensure you are aware of the most recent version.