



## **GDPR Privacy Policy Statement**

Who is collecting your data?

The data is being collected and processed by NLP Liverpool Ltd, Clonboyne, 17, The Serpentine South, Blundellsands, Liverpool L23 6UQ (Registered in England - Number 04386565). Your point of contact for any enquiries or requests should be addressed to Julie Cunningham by email [julie@nlpliverpool.com](mailto:julie@nlpliverpool.com) or at the above address.

Here at NLP Liverpool Ltd we take your privacy seriously and will continue you guard your personal information with the utmost care.

When you call, email or speak to us, about a course, training event or appointment or subscribe to our mailing list, we might collect your name, email address, postal address, phone number, where you work and what you do, and other personal information relating to your enquiry.

This information is used to answer your query, to keep in touch when you book an appointment or course, and to allow us to email you occasional newsletters and information about our training, events and services. We currently use Mailchimp for our newsletters – they are a GDPR compliant provider of email services.

We promise

- never to pass your details to any third party (unless required to by law)
- to keep your data securely
- to make it easy for you to unsubscribe
- to quickly remove your data from our mailing list when requested
- to respond quickly to requests about the data we hold

### **Third party websites**

NLP Liverpool contains links to external websites (known as third party websites). Please be aware that we cannot be held responsible for the security or content of these websites and suggest you always browse safely using suitable antivirus protection software. We cannot be held liable for any damage or losses you may incur.

Any enquiries or requests should be addressed to [julie@nlpliverpool.com](mailto:julie@nlpliverpool.com)

For general information about your rights and GDPR visit [www.ico.org.uk](http://www.ico.org.uk)

We currently make very limited use of cookies – when you visit our website, we can not personally identify you in any way. For more information see [www.allaboutcookies.org](http://www.allaboutcookies.org)

We reserve the right to update this policy, please check back as we may review and make changes at any time.

Policy Updated 07/05/2020