# **Lane End Camping Privacy Policy**

Owners: Richard and Jan Wood

Address: Lane End Camping, Lane End Farm, Putford, Holsworthy, Devon, EX22 7XL

Telephone: 01409 240210

07823 691402

Email: laneendcamping@gmail.com

Website: www.laneendcampingdevon.co.uk

### General Data Protection Regulation

Transparency and communication with our site visitors are key elements of the new GDPR legislation. As part of the new regulation, we must let our site visitors know how we collect, store, and use their data, in a clear and transparent way. In addition, we must comply with our site visitors' requests to receive a copy of their data that is processed on our site.

Please also see Wix's Privacy Policy and Cookies Policy – they host our website and so some of their terms and conditions apply to site users.

#### How we collect data

Our website shows our contact information and has a contact form for visitors to make contact with us to book camping holidays. We ask for data including name, address, telephone number, Camping and Caravan Club membership number plus details of their vehicle type and requirements for their stay at the campsite. Visitors voluntarily provide us with this information. Most contact is made via email.

#### How we use data

We use this data to facilitate their stay on our campsite and to secure payment for these visits.

#### How we store data

We store any data in a secure office that only staff have access to. Any emails are stored on our Gmail account which is accessed on a secure computer or mobile phone with internet security and private Wi-Fi.

#### Third parties

As mentioned, Wix are our website hosts and as such have access to any data you may input, including using the contact form and Cookies. Please see the links on our website to access these policies.

As a member of the Camping and Caravan Club, we have a link to their website and vice versa for the purposes of visitor accessibility only to enable site visitors to access information about us.

We use a Gmail email account where we store emails from and to our site visitors. We use a secure internet connection and have active Avast Internet Security on all computers.

## Your Rights

You may request a copy of any data we have about you at any time. Please contact us using the information above and we will be happy to help.

#### **Breaches**

We will do all we can to protect your data but we are human. If there is an unfortunate breach of data protection, we will inform those parties affected as soon as possible. We ask anyone in receipt of information not relating to them to inform us immediately and destroy any documents. We thank you for your cooperation and understanding in this.

Updated 10-02-2021 by Jan Wood