

# **Akehurst Creative Management**

## **Privacy Policy**

This Privacy Policy explains what information we collect about you and what we do with it. By using or navigating this site and its services, you acknowledge that you have read, understood and agree to be bound by this policy or any modified policy as posted. No information is kept just by visiting this website: data is only collected when a visitor either makes a query, makes a purchase, or subscribes to our mailing list, in which case it is understood that the information (name, email address, etc), is freely given.

By using our site, you consent to our privacy policy. We will update this Policy from time to time so please do review this Policy regularly.

This Policy applies to all of the services offered by Nicky Akehurst, Akehurst Creative Management on [www.akehurstcreativemanagement.com](http://www.akehurstcreativemanagement.com)

Akehurst Creative Management, collects information given to them by their clients, which can include client name, email address, postal address, telephone number(s), company positions (if applicable) and client preferences. Akehurst Creative Management also collects freely available data information from openly published sources about highly relevant companies in business which may be interest in the goods and services we offer.

The data is used solely for the purpose of occasionally contacting our clients and potential clients via email, or hard copy, in relation to:

- Notice of forthcoming events, exhibitions, goods, news updates, press, projects, publications and services.
- Sending of information targeted to the client or business about individual artists and their work, and newly arrived and available goods and services which may be of interest.
- Sending of administrative information regarding any changes to previously announced information which their clients or potential clients need to be made aware of.

### **Sharing your 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.

The personal information you provide to us may be shared with third party companies, agents, contractors, service providers or affiliated companies if this is necessary to provide you with our goods or services:

- Financial transactions relating to our website and services are handled by our payment services providers, Paypal and Barclays Bank. We will share transaction data with our payment services providers only to the extent necessary for the purposes of processing your payments, refunding such payments and dealing with complaints and queries relating to such payments and refunds. You can find information about the payment services providers' privacy policies and practices at <https://www.paypal.com/en/webapps/mpp/ua/privacy-full> and <https://www.home.barclays/privacy-policy.html>

We may also share your personal information with:

- law enforcement agencies, other governmental agencies or third parties if we are required by law to do so; and exercise or defence of legal claims, whether in court proceedings or in an administrative or out-of-court procedure.

We are entitled to use the data in the above manner by virtue of the direct consent of the client at the time of giving the data; and/or commercial marketing usual practice which accords with The Privacy and Electronic Communications Regulations (PECR) which governs such use. In all instances, the data is used only in the legitimate commercial interests pursued by us, and is the least intrusive method for conveying news and information concerning the Akehurst Creative Management business to its existing clients and potential clients.

The data will not be shared with any third parties over and above what is outlined above, and will only be used for the sending or facilitating of the types of information set out above.

Occasionally, at our discretion, we may include or offer third party links on our site. Where we provide a link it does not mean that we endorse or approve that site's policy towards visitor privacy. You should review their privacy policy before sending them any personal data. We therefore have no responsibility for the content and activities of these linked sites.

The data will be stored until such time as the client or potential client either chooses to 'unsubscribe' on receipt of Akehurst Creative Management email, and/or contacts Akehurst Creative Management at any time on [na@akehurstcreativemanagement.com](mailto:na@akehurstcreativemanagement.com) asking to be removed from the data base.

Should any person or entity on the database have any complaint about any aspect of Akehurst Creative Management's use of their data and/or the content of any of our mailings, they should contact Nicky Akehurst, - [na@akehurstcreativemanagement.com](mailto:na@akehurstcreativemanagement.com). The complaint will be addressed within 48 hours if received during normal business hours, or within 48 hours of Akehurst Creative Management reopening following receipt a weekend or a holiday closure. Akehurst Creative Management can also always be contacted by telephone during business hours on +44 020 3012 0056.