

# ACCESS TO YOUR OWN INFORMATION

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- Access to your personal information
- At any time you may review or update personally identifiable information that we hold about you, by signing in to your account on our website.
- To obtain a copy of any information that is not provided on our website you may send us a request at [bar@secretelixir.co.uk](mailto:bar@secretelixir.co.uk)
- After receiving the request, we will tell you when we expect to provide you with the information, and whether we require any fee for providing it to you.

- Removal of your information

If you wish us to remove personally identifiable information from our website, you may contact us at [bar@secretelixir.co.uk](mailto:bar@secretelixir.co.uk)

This may limit the service we can provide to you.

- Verification of your information

When we receive any request to access, edit or delete personal identifiable information we shall first take reasonable steps to verify your identity before granting you access or otherwise taking any action. This is important to safeguard your .

## **OTHER MATTERS**

- Use of site by children

- We do not sell products or provide services for purchase by children, nor do we market to children.
- If you are under 18, you may use our website only with consent from a parent or guardian
- We collect data about all users of and visitors to these areas regardless of age, and we anticipate that some of those users and visitors will be children.
- Such child users and visitors will inevitably visit other parts of the site and will be subject to whatever on-site marketing they find, wherever they visit.
- Encryption of data sent between us

We use Secure Sockets Layer (SSL) certificates to verify our identity to your browser and to encrypt any data you give us.

Whenever information is transferred between us, you can check that it is done so using SSL by looking for a closed padlock symbol or other trust mark in your browser's URL bar or toolbar.

- How you can complain
- If you are not happy with our privacy policy or if you have any complaint then you should tell us by email. Our address is [bar@secretelixir.co.uk](mailto:bar@secretelixir.co.uk) If a dispute is not settled then we hope you will agree to attempt to resolve it by engaging in good faith with us in a process of mediation or arbitration.

- If you are in any way dissatisfied about how we process your personal information, you have a right to lodge a complaint with the Information Commissioner's Office. This can be done at <https://ico.org.uk/concerns/>
- Retention period for personal data

Except as otherwise mentioned in this privacy notice, we keep your personal information for the following purposes:

- to provide you with the services you have requested and for any future bookings;
- to comply with other law, including for the period demanded by our tax authorities;

- to support a claim or defence in court.
- Compliance with the law

Our privacy policy has been compiled so as to comply with the law of every country or legal jurisdiction in which we aim to do business. If you think it fails to satisfy the law of your jurisdiction, we should like to hear from you.

However, ultimately it is your choice as to whether you wish to use our website.

- Review of this privacy policy

We may update this privacy notice from time to time as necessary. The terms that apply to you are those posted here on our website on the day you use our website.

We advise you to print a copy for your records.

If you have any question regarding our privacy policy, please contact us by telephone or by using our form on our website information.