

The Artichoke Kitchen

Creative Catering | Bespoke Events

GDPR Privacy Notice

11th February 2021

The Artichoke Kitchen Ltd “We” commits to protecting your privacy.

This privacy notice explains how our company uses your personal data when you provide us with data, or we have collected data from you. When visiting www.theartichokekitchen.com you are consenting to the practices described in this policy.

For the purpose of the General Data Protection Regulation Act (GDPR) (the Act), the data controller is The Artichoke Kitchen Ltd, Rooks Yard, Dodsley Lane, Easebourne, West Sussex, GU29 9BB.

Potential information that can be collected by The Artichoke Kitchen Ltd:

- Information you provide in order for us to build quotations or arrange events (phone number, email address, property address, full names etc)
- CVs provided by interviewees
- Personal data provided by freelance staff to be stored so that we can contact the team
- Bank details for staff, to enable us to pay them
- Photographs

Places that you provide data that We process:

- Contact form on www.theartichokekitchen.com
- Email to info@theartichokekitchen.com or Tilly Wilson & Lucy Cliff's Artichoke Kitchen emails
- Telephone conversations
- Instagram messaging
- Facebook messaging
- Client or employee meetings
- Invoices
- Client & staff contracts

When you visit our website, the following information may be collected:

- Your computer's IP address and time zone
- Your browser version and operating system
- Where you went once on our website (URL), click through rate and page data

How we use your data

Clients & future clients:

- To provide quotations for events

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- To carry out our role at your event
- To liaise with affiliated companies to provide a management service in the lead up to your event
- To inform our staff where the event will take place
- To create a contract for your event
- To notify you of any significant changes to our business
- To advertise affectively through social media

Staff & prospective staff:

- To make decisions about whether or not we should employ someone
- To gain contact when we arrange staffing for specific events
- To ask staff to help with recruiting
- To pay staff
- To notify you of any significant changes to our business

Disclosure of your information

- If The Artichoke Kitchen Ltd is acquired by a third party personal data held by it about its customers will be one of the transferred assets
- If we are under a duty to disclose or share your personal data to comply with any legal obligation, or in order to enforce or apply our terms of use and other agreements; or to protect the rights, property, or safety of The Artichoke Kitchen Ltd, our customers, or others. This includes exchanging information with other companies and organisations for the purposes of fraud protection and credit risk reduction

Storing your data

When you submit personal data, you are agreeing to us processing and storing this. We will make sure that your data is treated responsibly in accordance with this privacy notice.

Unfortunately, the transmission of information via the internet is not completely secure. Although we will do our best to protect your personal data, we cannot guarantee the security of your data transmitted to our site; any transmission is at your own risk. Once we have received your information, we will use strict procedures and security features to try to prevent unauthorised access. Cookies are not used on our web site.

Using your data

It is your right to ask us not to use any personal data for marketing purposes.

We will usually let you know if we are using your data in this manner and ask permission to use any photographs or testimonials on any of our social media platforms. Contact us if you would like to ask us not to use your content on info@theartichokekitchen.com

Our website has links to and from other websites of our affiliates. If you follow a link to any of these websites, please note that these websites have their own privacy policies and that we do not accept any responsibility or liability for these policies. Please check these policies before you submit any personal data to these websites.

Please contact us on info@theartichokekitchen.com for any enquiries.

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