

PRIVACY POLICY

Art History in Focus takes the privacy of its customers very seriously. Please read the following policy to understand how we will treat your personal information when you use our site.

This privacy policy only applies to transactions and activities in which you engage, and data gathered on the Art History in Focus Site and does not apply to any other website or offline point of contact between Art History in Focus, or any other organisation, and members. Please review this privacy policy periodically as we may modify it from time to time without notice. Your use of our Site following any such change constitutes your agreement to follow and be bound by the terms as changed. If any change is unacceptable to you, your only recourse is to terminate your use of the Site. By using our Site, you consent to the collection and use of your personal information for the purposes set out in this statement.

The information we collect

In order to provide you with the best experience we can, we may collect certain personal information about you. When you register on the Site, we may store your email address together with any other information you may provide as part of the personalisation process. When you view our Site by linking from another web page we may store the name of that web page for purposes of internal administration. When you make a booking via the Site, we will need to collect information about you to process the transaction and fulfil your booking, and for internal administration and analysis. This information may include, but is not limited to, details such as your name and your address.

Payments via our Site can be made by credit or debit card via a secure payment system. We do not store credit card details nor do we share such details with any 3rd parties. Any such payments are made subject to the terms and conditions of the secure payment system provider.

We use your email address and your other personal information to help us efficiently operate the Site, to contact you in connection with your booking and other activities on the Site (including, but not limited to, confirmation emails or important news that could affect your relationship with Art History in Focus). These types of communications, known as "Operational Communications", may also contain commercial messages, such as banner ads and special offers. We also use personal information to send you newsletters, information, offers and other promotional materials for Art History in Focus' products and services. We attempt to send you offers that are of value to you, such as discounts, exclusive offers or special event information. You can opt to not receive the Art History in Focus emails (other than those contained in Operational Communications) by writing to us at the above address or by email to info@arthistoryinfocus.com.

Third Parties

We only disclose your information to third parties to the extent necessary for the purpose of satisfying your booking and providing the services that we have

contracted to provide and for the purposes of associated administration and obtaining professional advice.

From time to time, these third parties may be outside the European Economic Area. We will take all steps reasonably necessary to ensure that your personal data is treated securely and in accordance with this Privacy Policy and the Data Protection Act 1998 but are unable to guarantee the same.

We may also disclose personal information when we determine that such disclosure is necessary to comply with applicable law, to cooperate with law enforcement or to protect the interests or safety of Art History in Focus or other members or visitors to the Site. We do not sell, rent or trade your personal information to third parties for marketing purposes.

Cookies

Cookies are small files which are sent to your browser and stored on your computer's hard disc. If you have registered with Art History in Focus, then your computer will store an identifying code in the cookie which means you do not need to type in your email address each time you return to the site. Other than this, we do not store your password or any other information in the cookie, or use it for any other purpose

Opting out of Communications and how you can access and update your personal information

We give you the opportunity to opt-out of certain communications through our messaging system and if you have registered with us, you can modify personal information you have provided to us at anytime by going to your "My Account" section of the Site. Please be aware that it may take several hours for the changes you make to take effect. Please note that changing or deleting your information or otherwise opting-out of email communications from Art History in Focus will only change or delete the data in our database for purposes of future activities on the Site and for managing future communications from us. These changes and deletions will not change or delete information that we may have already forwarded to other third parties as provided above in this Privacy Policy.

Data Protection

In the UK we operate and are registered in accordance with applicable data protection legislation.

Consent

By disclosing your personal information to us using this Site, via email or over the telephone, you consent to the collection, storage and processing of your personal information by Art History in Focus in the manner set out in this Privacy Policy.

Access to your Personal Data

If you would like access to the personal data that we hold about you, you can do this by emailing us at info@arthistoryinfocus.com or writing to us at the address noted

above. There may be a nominal charge of £10 to cover administrative costs.

Contact Us

If you still have any concerns about privacy or security, please contact us on:
info@arthistoryinfocus.com