

# Website Privacy Policy

Cullinan Studio is committed to protecting your privacy and takes our responsibilities regarding the security of customers' information seriously. This policy explains how Cullinan Studio will use any personal information that we collect about you, and how you can advise us if you prefer to limit the use of that information.

## Collection and use of personal information

Cullinan Studio will seek to communicate with you for the purposes of promoting our services. You can access our website without giving any personal information. Anyone registering on the website to receive our Newsletter will need to provide us with their name and email address, and agree to this Privacy Policy. We will process your Personal Data only for the specific and limited purpose of emailing our Newsletter. We will ask only for data that is adequate and relevant for this purpose.

## Our use of cookies and other information gathering technologies

We use Google Analytics to gather anonymous information about visitors to our website. For example, we use this software to track which pages of our website are viewed. Our website also contains hyperlinks to other pages within our website. We use Google Analytics to track how often these links are used and which pages on our website our visitors choose to view. We also use Google Analytics to determine which internet browsers are used by our website visitors. This analytical software will not identify you personally; it simply enables us to compile statistics about visitors and their use of our website.

To collect anonymous traffic data to enable the website analytics to work, Google Analytics use "cookies" which collect the first level domain name of the user, and the date and time the user accessed our website. Cookies by themselves cannot be used to reveal the user's identity. A cookie is a small piece of information which is sent to your browser and stored on your computer's hard drive. Cookies do not damage your computer. You can set your browser to notify you when you receive a cookie, to enable you to decide on accepting it or not.

We do not share, trade or distribute your Personal Data with any unrelated third parties. Personal Data is only shared with our third party who handles our emailed newsletter on our behalf. We will only send you our Newsletter if you have opted to receive it. We will always give you an opportunity to unsubscribe from receiving any marketing from us in each communication we send to you.

We may share or transfer the information in our databases to comply with a legal requirement, for the administration of justice, to protect the security or integrity of our databases or our website, to take precaution against legal liability, or in the event of a corporate sale, merger, re-organisation, dissolution or similar event. Where appropriate, before disclosing Personal Data to a third party, we contractually require the third party to take adequate precautions to protect that data.

## Data access and corrections

Upon receipt of your written request and enough information to enable us to identify your Personal Data, we will disclose to you the Personal Data we hold about you. We will also correct, amend or delete any Personal Data that is inaccurate and notify any third party recipient of the necessary

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changes. If you wish to access or correct your Personal Data, please write to Cullinan Studio, 5 Baldwin Terrace, London, N1 7RU.

### **Links to other websites**

This Privacy Policy applies only to our website. This website contains hyperlinks to websites that are not operated by Cullinan Studio. These hyperlinks are provided for your reference and convenience only and do not imply any endorsement of the activities of these third-party websites or any association with their operators. We do not control these websites and are not responsible for their data or privacy practices.

Any comments on Cullinan Studio Instagram and Twitter Accounts should be regarded solely as personal opinions of the user posting them and may carry the name of the person making those comments.

### **Consent of Information**

By submitting your information on our website, you are deemed to consent to the use of this information as set out in this Privacy Policy. If we make any changes to our Privacy Policy, we will place an updated version on our website. Continued use of our website will signify that you agree to any such changes.

### **How to contact Cullinan Studio**

We welcome your views of our website and our Privacy Policy. If you would like to contact us with any query or comment, please email [studio@cullinanstudio.com](mailto:studio@cullinanstudio.com).