# **Privacy Policy**

Listed below are the different ways that I gather data and how the data is used

## **Mailing list**

When you sign up to my mailing list I collect your name and email address. This data is held by Mailchimp.

I use this data to send a monthly newsletter and occasionally other news or updates.

You can sign up to my mailing list using the following methods:

- Through my online mailing list sign up form
- By requesting to be added to my mailing list either by sending me a message through my website or an email
- At an event by adding your details to a paper sign up form which are then manually transferred to Mailchimp

These are the only ways in which you can be added to my mailing list. You can unsubscribe to my mailing list at anytime by using the unsubscribe link sent in all emails.

## Workshops

Tickets for workshops are booked in advance on Eventbrite.

Data provided to Eventbrite when booking your tickets will be used to contact you about the workshop you are booked on to. This data is stored by Eventbrite. I do not have access to your financial information.

#### Online courses

Online courses are booked through Eventbrite.

Data provided to Eventbrite when booking your place will be used to communicate with course participants and provide information on how to access course material. This data is stored by Eventbrite.

I do not have access to your financial information.

### **Contact**

You can contact me at any time to request access to your data, to be removed from my mailing list or with any questions about my privacy policy. My contact details are:

Sally Gunnett
PO Box 71141

London

**SE18 9NX** 

Or use the contact form on my website:

https://sallygunnett.com/contact/

Privacy policy last updated 24th September 2019