



Privacy Notice April 2018

Barber Lounge in Newquay provides Hair Dressing Services.

Barber Lounge as a small business will be deemed to be the data controller.

Daniel Murphy as the owner will be the Data Protection Officer.

As part of our normal trading conditions, we may collect with explicit consent contact details of name, address, email and contact phone numbers so that we can keep members of our database informed of any exciting changes and offers in our business as well as offering in due course online booking potential.

This will be the limit of the information held.

We will notify all members of our database every 12 months with a copy of the information held so they can review and change out of date or inaccurate information. We also would expect the members to notify us of any change as soon as practicable after the event.

We will remove a record upon request if the member no longer wishes to hear from us.

Any paper records will be held in a secure filing cabinet off site and any computer records will be held in a password protected Computer storage area. Accurate Backups will be performed on a regular basis.

We will make available upon preferably written request to the Data Protection Officer clearly any information we hold within a month and we will resolve any queries at this point. If this does not in any way clear the concern, then the applicant may contact the Information Commissioner's Office who will adjudicate further.

<https://ico.org.uk>